

Independent Living Support Worker

Service: Independent Supported Living

Responsible To: Service Manager

Hourly Rate: Fixed

Job Purpose

To provide personal Care and support to adults with physical and/or learning disabilities in an Independent Supported Living environment.

To promote individuals' independence, choice and dignity, and maximise their social inclusion, increase aspirations and achieve positive outcomes.

To ensure people are provided with timely, high quality and reliable care and support in their own home.

Main Duties

- To enable people to develop and maintain their skills to live as independently as possible, supporting people to cook, clean, shop, promote social inclusion and citizenship.
- Support people with personal care, in accordance with their Care Plan, including personal hygiene, bathing, and moving and handling.
- Enable and encourage social activities both at home and within the community.
- To support people to reach their full potential, identify goals and achieve positive outcomes. To ensure a high standard of care is provided in line with current regulations and Care Quality Commission standards.
- To support the effective application of Safeguarding tools in accordance with relevant guidelines
- Ensuring support plans reflect the needs of the individual, their wishes, views and opinions, the level of support required and show plans for clear outcomes.
- To promote dignity and respect ensuring people have choice and control.
- Ensure people have access to healthcare and are supported to live active and healthy lifestyles.
- To administer medication to residents in accordance with procedures and training.
- To be aware of risks to residents, follow risk assessments and promote a positive risk-taking culture.

- To escort people as required and drive Foundation and/or Motability vehicles where a valid license is held.
- Completion of daily records to a high standard using “Nourish” technology.
- To liaise with a multi-disciplinary team to ensure people have access to the right care at the right time.
- To liaise with family or nominated individuals to ensure clear and transparent communication.
- To liaise with the landlord to ensure the properties are well maintained and tenancy agreements adhered too from both parties.
- To liaise with other foundation services involved with residents including Horizons and Hedley’s College
- To support the development of new or less experienced staff to carry out duties within their job description.
- Aware of infection control within the home environment and ensuring high standards are always maintained.
- To always promote excellent health and safety practices within individuals’ homes and when supporting within the community.
- To report incident, accidents, and safeguarding issues in a timely manner and in accordance with the Foundation’s policies and procedures.
- To be aware of all of the service’s Policies and Procedures and adherence to them.
- Any other reasonable duties relating to the needs of the people.

Person Specification

Essential Criteria

Skills and Knowledge

- Good written/verbal communication skills
- Good organisational skills
- Ability to prioritise, review and work under pressure to specific timescales and targets.
- Good IT skills

Qualifications and Training

- Level 2 qualification in Literacy and Numeracy

Personal Qualities

- Able to work on own initiative.
- Confident to communicate effectively with families, carers and social care professionals.
- Flexible, enthusiastic, and committed.
- Good team member
- Caring, empathetic compassionate and patient
- Have a “can do” attitude, be able to problem solve and enable positive change.
- Handle difficult situations with sensitivity.

Other Requirements

- Able to work a shift pattern covering 24 hours per day including Early/Late/Weekend and Night shifts.

Desirable Criteria

Skills and Knowledge

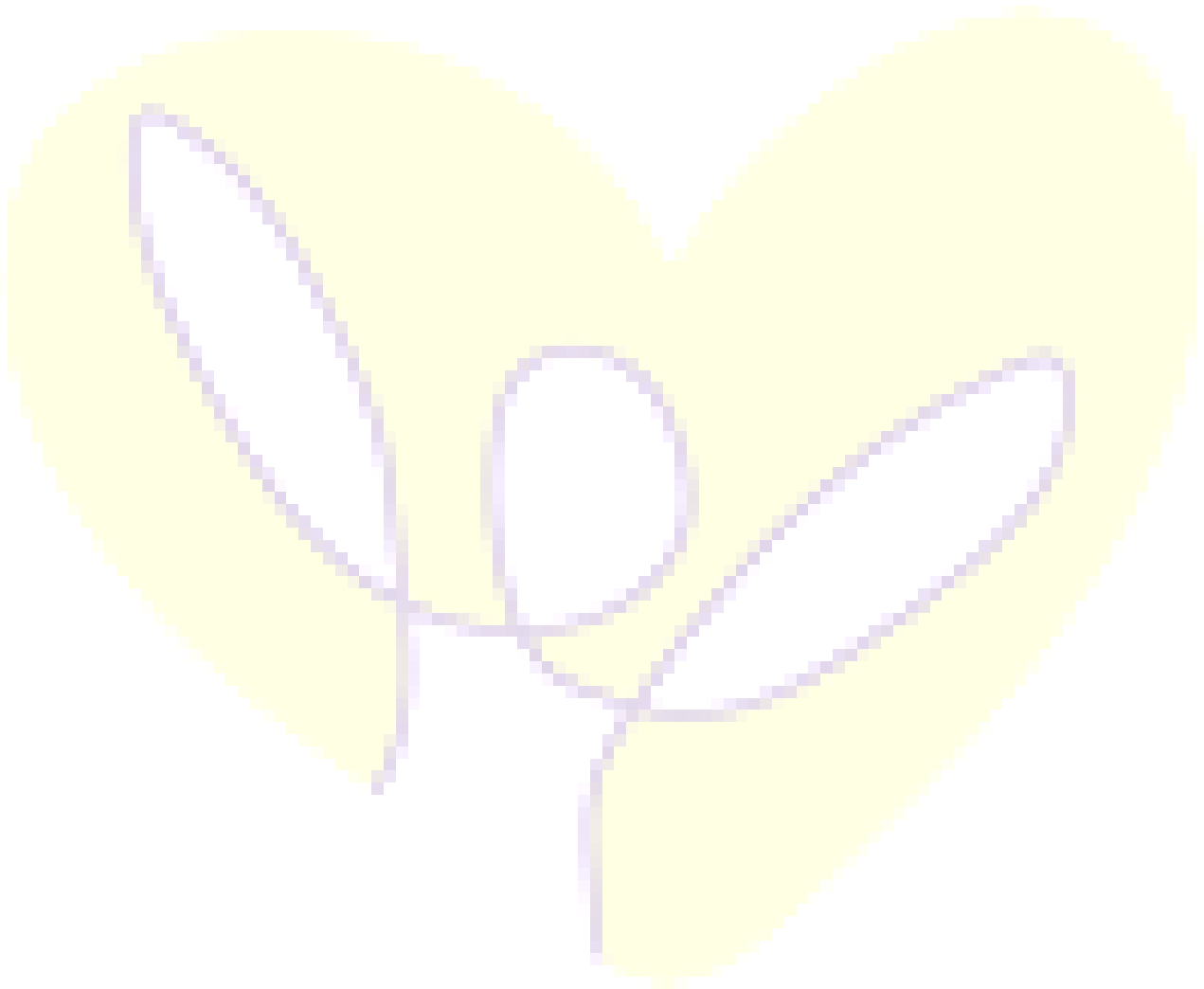
- Knowledge of working with adults with disabilities
- Knowledge of CQC standards and associated legislation
- Understanding of challenging behaviour and Positive Behaviour Support.
- Ability to plan and case manage care packages.
- knowledge of social care, health & medication procedures and safeguarding processes.
- Understanding of ISL model of care and tenancy agreements.

Qualifications and Training

- Care Certificate
- Level 2 qualification in Health and Social Care
- Moving and handling of People

Experience

- Providing personal care and support
- Experience within health and social care, specifically supporting people with learning and/or physical disabilities.
- A background in ISL or small care home environments.



Organisational Standards

The Percy Hedley Foundation operates in a demanding and often changing environment. Members of staff must be flexible, adaptable, willing to face up to changing circumstances and new opportunities. The following list of duties and responsibilities must therefore be taken as a guide and is not to be comprehensive.

Professional Duties

- Participate in the review of the Foundations Policies, Procedures and Processes
- Participate in arrangements for the performance development review process
- Participate in arrangements for further training and professional development
- Keep up to date with changes or developments within your professional area
- Fully participate in the induction and training programme provided by the Percy Hedley Foundation
- Contribute to the professional development of other staff, including the induction of new staff.

Equality and Diversity

- Promote equality of access to education, training, and employment opportunities for disabled people, and advocate a positive attitude
- Recognise that disabled people are individuals who have specific needs
- Employ support strategies that will empower disabled people
- Show awareness of knowledge and display non-discriminatory behaviours at all times in relation to culture, race, ethnicity, disability, gender, sexuality, and age
- Recognise the importance of inclusion by using appropriate means of communication at all times
- Be flexible, trying to meet the changing needs of both disabled people and environment.

Discipline, Health and Safety

- Adhere to and promote Percy Hedley Foundation Health, Safety and Welfare policy at all times
- Purchase equipment from a recognised source
- Report all incidents and accidents to Health and Safety Officer
- Maintain a high standard of record keeping in line with Percy Hedley Foundation policies and procedures.

Safeguarding

- Safeguarding is everyone's responsibility.
- Percy Hedley Foundation have adopted recruitment and selection procedures, and other Human Resource Management processes, that help deter, reject, or identify people who might abuse vulnerable children/adults, or are otherwise unsuited to work with them.
- The Trustees/Governing Body are committed to promoting the welfare of children and young people/adults and staff are expected to ensure that the highest priority is given to following guidance and regulations to safeguard those in our care.

Confidentiality

- Respect confidentiality. All personal information about people using the foundations services to which you have access should be treated as confidential. Information about the people's needs, progress and assessment should only be shared with the team to aid support
- Remain objective and do not favour any gender, language or culture and comply with the Percy Hedley Foundation policy.

About Us

We are an ambitious, entrepreneurial, and innovative charitable business working in a person-centred way to meet the needs of people with disabilities and their families. We provide a range of high-quality services and seek out opportunities to inspire and support people with disabilities to achieve their ambitions. We believe that working together as one Foundation we achieve more than individual services would achieve alone. Our influence will be regional, national & international.



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<https://www.facebook.com/percyhedley>

We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. Applicants should be aware that the post will only be offered to successful candidates subject to an Enhanced DBS check as well as other employment clearances.