

SPECIALIST EDUCATION SERVICES

Young Adult Residential Support Worker

JOB DESCRIPTION

POST TITLE: Young Adult Residential Support Worker
RESPONSIBLE TO: Young Adult Residential Support Manager
GRADE: APT&C Salary Scale: **3-10**
POSTHOLDER :

SES Ltd is committed to safeguarding and promoting the welfare of children, young people and vulnerable young adults and expects all staff and volunteers to share this commitment.

GENERAL RESPONSIBILITIES:

- To be conversant with, and work towards, fulfilling the establishment's purpose, ensuring that the SES philosophy, ethos, aims and objectives are reflected in its organisation and practice.
- To be responsible for the supported living activities of young adults, under the supervision and guidance of the Young Adult Residential Support Manager.
- To maintain clear, effective and impartial communication between all staff and senior management.
- To monitor objectively the quality of relationships between young adults, between staff and young adults, and between staff, with the constant aim of improvement.
- To maintain good practice, be informed on current practice, and in liaison with the Young Adult Residential Support Manager, implement changes in accordance with developments in the residential social work field.
- To liaise with staff of all disciplines as necessary to promote co-operation and ensure minimum disruption to the smooth running of the establishment.
- To be conversant with and adhere to all procedures relating to child protection and safeguarding vulnerable young adults, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.

MAIN RESPONSIBILITIES:

- Promote independent living and encourage the young adults to make their own informed decisions whilst implementing sensitive and effective support, facilitating their physical, emotional, educational and social development and progression towards independence.
- Support, guide and counsel young adults in personal and social competence, including relationships, health, hygiene, domestic etiquette, dress and safety.
- To be responsible for the safety of young adults by exercising appropriate supervision.
- Working 1-1 with the young adult in order to build up a strong relationship with them
- To establish, as part of the young adult support team, appropriately high levels of expectation by actively tailored support to establish good standards of behaviour and achievement.
- To attend meetings to discuss young adults on an individual basis and contribute towards establishing a unified and consistent approach throughout the establishment.
- To participate fully in the daily observation and recording of young adults' behaviour, well being and progress in the agreed manner.
- To assist in the professional development of colleagues by involvement in relevant aspects of the company's Staff Support and Development Programme.
- To be involved in such domestic and household duties as will be required and to support young adult's involvement in those duties.
- To "sleep-in" as per rota.
- To perform any other tasks that the Young Adult Residential Support Manager may reasonably request.

SPECIFIC RESPONSIBILITIES:

Under the guidance of the Young Adult Residential Support Manager:

- Taking responsibility for delegated aspects of key working with specific young adults and leading on their support needs in the least restrictive way, in liaison with the YARSM
- Development, consolidation and extension of life skills through SES structured programme and syllabus that cover:
 - a. Home Management
 - b. Finance
 - c. Social Skills and Relationships
 - d. Self Care, Health and Food
 - e. Travel

- Providing emotional support by engaging with young adults and listening to their problems and concerns and helping to reduce feelings of isolation.
- Working with young adults' families or carers to help them to support young adults in the most effective way possible
- In liaison with the Young Adult Residential Support Manager attend and participate in, make recommendations and prepare reports for, the young adult's regular and statutory case conferences and annual review meetings, contributing and maintaining casework records, and attending Individual Needs Portfolio (PAN) meetings, where appropriate.
- In discussion and liaison with the Young Adult Residential Support Manager help to draw up and monitor Individual Support Plans and Risk Assessments for named young adults where required and implement any agreed changes.
- Supporting the general day-to-day upkeep of the house, and assisting with domestic tasks such as meal preparation, cleaning, washing and shopping as well as infection control measures.

WORKING TIME:

This job description allocates responsibilities and duties but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed. To take account of the fact that employees will work shifts, the working week is calculated over a complete shift pattern and is then averaged out. It will be a minimum of 37hours per week. Further information can be found in the company's policies and plans on the use of time.

REVIEW:

This job description will be reviewed at least once per year and may be subject to amendment or modification at any time after consultation with the postholder through the company's Staff Support and Development Programme. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the company in relation to the postholder's professional responsibilities and duties.