

Tiphereth Relief Co-Worker (Support Worker)

Job Description and Person Specification

£9.30 per hour + holiday pay

Day service – 9.00am – 4.00pm, Monday to Friday

Supported Living – weekday evening (typically 3 – 10pm), sleepovers, wake up support, weekend shifts

You may apply to be considered to work in either or both services depending on your skills and availability. Due to the current nature of working in staff ‘bubbles’ at present it is likely once appointed you would be employed to work in one or two at most areas.

Tiphereth Mission Statement

We are Tiphereth Camphill, a vocational community that values each person equally.

We aspire to live a life full of meaning, work associatively and grow together based on a rich cultural and spiritual foundation.

We strengthen and nurture our common purpose and individual potential through authentic relationships and shared life experiences.

Tiphereth is part of the Camphill Movement. We are a small semi-rural community based on the outskirts of Edinburgh at the foot of the Pentland Hills. Our life and work is based on the Rudolf Steiner principles of social therapy. We also use social pedagogy, a relationship based approach to working with people which seeks to empower and nurture each individual's unique potential.

We have three residential community houses, five workshop groups undertaking a number of purposeful and creative work tasks, a supported living service for 10 people and a social enterprise producing compost and firewood.

Relief work in the day service:

A relief worker in the day service would be expected to have knowledge and interest in one of the work areas:

- The May is a craft workshop which produces weaving, felting, paper making, and other arts and crafts activities. This group also has a kitchen where meals are prepared.
- The Pentland Group does woodwork, green woodwork and willow basket weaving, producing pieces of furniture to order, and smaller articles such as toys and bird boxes.
- The Garden Group cultivates vegetable gardens and provides other horticultural activities on behalf of Tiphereth community.
- The Peregrine Group does community gardening, environmental and conservation work in partnership with other organisations in the wider neighbourhood.
- The Print studio uses screen printing to produce high quality products

Our day service has adapted to the challenge of re-opening after lockdown and is providing support in smaller groups to fewer people, utilizing spaces and maximizing outdoor work.

Relief Work in the Supported Living Service:

Our Supported Living service is based on two sites and in four separate addresses. Houses and flats operate a shift system with a typical weekday shift being 3pm to 10pm. Weekends shifts vary. Sleepovers are also available. The Relief co-worker would be supporting individuals to live in their own homes supporting all the daily living and homemaking tasks that involves.

Role purpose

To provide cover for staff who are off sick, on training, holiday or other absences. The nature of the work means that it varies in terms of days required. There is no guarantee of regular hours, but equally you are not required to work if it does not fit your own schedule.

Key Tasks

- To personally uphold Tiphereth's mission and vision statement, and Camphill values which underpin the aims and objectives.
- To build relationships with people using a person-centred approach founded on dignity and respect for individuality, and that enables choice and control
- To follow the mandate, and objectives attached to each part of the community.
- To provide shared support, 1:1 and 2:1 support.
- To work positively with any behaviours of concern.
- To provide care and support with personal /intimate care tasks, administering medication safely, assisting a person's mobility safely including using equipment, supporting meals, social activities, outings and attending appointments.

- To share and support members with daily cleaning tasks and maintain safe and aesthetically pleasing working/living environments
- To support people to participate as fully as possible in tasks and activities that interest and engage them, developing skills and a sense of purpose and value
- To build good relations with families, carers, and other relevant professionals.
- To plan, organise and facilitate group and individual activities
- To work as an effective member of a team following agreed procedures, and contributing to professional discussions and a positive team working environment
- To follow and comply with all current infection and prevention control procedures for cleaning and use of PPE.

Supported Living specific

- To support people to live in a rich environment, manage a tenancy and build a home.
- Support members both inside the home, but also to utilise the outside spaces, supporting gardening, growing vegetable and plants, and enjoying nature.

Day service specific

- To use and maintain all tools, equipment and materials used in workshops and activities safely according to risk assessments and Tiphereth policy.

Other Tasks

- To take personal responsibility for professional development in line with SSSC requirements, and contribute to supervision and team meeting discussions
- To support and participate in the cultural and festival life of the community and a taskforce meeting
- To work safely and professionally according to organisational policies and procedures including Health and Safety
- To assist in creating a harmonious working environment and towards maintaining a safe and pleasing space in which to work

Person Specification

Experience

- Experience of support work with people with learning disabilities / autism

Values

- A person centred approach
- A positive attitude
- Uphold the values, mission and ethos of Tiphereth (social therapy and social pedagogy)

Skills

- The capacity to support people with complex learning disabilities / autism, either one-to-one or in small groups

- Good communication to work effectively with members and colleagues
- Empathy and patience
- Day Service specific: practical and creative skills including the ability to facilitate someone to participate in work environment – creating structure, breaking down tasks, working alongside (common 3rd) upholding work culture, breaks etc
- Supported Living specific: Motivated and enthusiastic about creating a warm home life and enabling individual lifestyle choices within that.

Willingness / Availability – Day Service

- Willing to work as required in outdoor settings in variable weather
- Available to work on at least 2 days in the week (this does not mean you need to work 2 days each week, only that you are available on more than one day)
- Willingness to learn and engage with others in the day service activity tasks such as woodwork, gardening, arts and crafts, music and other various practical and environmental activities
- Willing to consult appropriately and seek advice from more experienced and permanent member of staff

Willingness / Availability – Supported Living

- Available to work evenings and weekends
- Available to work on at least 2 days in the week (this does not mean you need to work 2 days each week, only that you are available on more than one day)
- Willing to consult appropriately and seek advice from more experienced and permanent member of staff

Terms and Conditions

Tiphereth is committed to the Scottish Government’s Safer Recruitment Policy. Tiphereth is required to carry out checks on your work and personal references, and also Enhanced Disclosure Scotland checks through membership of the PVG scheme. All offers of employment are subject to these checks being completed to Tiphereth’s satisfaction.

Relief work is paid monthly at an hourly rate of £9.30 per hour. Holiday pay is paid according to number of hours worked.

Relief workers should submit a timesheet by the 15th of each month and will be paid for hours worked between the 16th of the previous month and the 15th of the current.

Salaries are paid on the last Friday of the month.

*January 2017.
Updated April 2017
Updated August 2019
Updated December 2020*