



## **PRINT STUDIO CO-WORKER – JOB DESCRIPTION & PERSON SPECIFICATION**

### **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.

### **Introduction**

Tiphereth is a small semi-rural Camphill Community based on the outskirts of Edinburgh at the foot of the Pentland Hills. Together we make up a community of about 150 people. The community provides residential care homes, supported living tenancies, a social enterprise and day support services for adults with learning disabilities and autism. For more information visit [www.tiphereth.org.uk](http://www.tiphereth.org.uk).

Tiphereth offers adults with learning disabilities and autism the opportunity of living, working and growing together to realise their potential. Our life and work is based on Rudolf Steiner's anthroposophy and the principles of Social Therapy. We are also influenced by Social Pedagogy. Through working with these principles Tiphereth aims to meet the physical, emotional and spiritual needs of the individuals we provide a service to. Tiphereth strives to create settings where each person has the opportunity to participate in meaningful work, believing that work is the primary vehicle for personal growth and development.

Our day service has five work groups. The focus of the groups is to provide meaningful work using creative processes. Our approach is one of learning and working together with people to develop their skills and creative potential. The service-users at Tiphereth are referred to as members. They are adults with learning disabilities who have a wide range of skills and support needs.

### **Job Context**

Co-workers are based in one workshop providing support to adults with learning disabilities and autism to enable their participation in meaningful and productive work and activities.

### **Key Tasks**

- To build relationships with people and interact on a day to day basis using a person-centred approach founded on equality, dignity and respect for individuality, and that enables choice and control.
- Utilise a range of approaches to teach and develop members' skills and achieve personal outcomes.

- Support members to work towards the aims of the group and to be involved in the design and making of high quality, creative goods. Support is provided either 1-1 or in small groups.
- Contribute to the development of the work through consultation with the team leader and achieve identified work group outcomes.
- Assist in the setting up and maintenance of equipment.
- To plan, organise and lead on some activities and work that fall within the mandate of the work group.
- Provide personal care to members as and when required.
- Taking on the role of keyworker for some members.
- Ensure that safe working practices are followed.
- Be aware of members' emotional needs and respond to these as appropriate.
- Support members to engage appropriately with others in the work group, and throughout Tiphereth
- Liaise with colleagues, parents/carers and other professionals as appropriate
- Write reports on the members' work and progress and attend reviews when appropriate.
- Contribute to the day to day running and upkeep of the building and its surroundings
- The post-holder may be required to support members to access community resources
- The post-holder may be required to administer emergency epilepsy medication subject to receiving the necessary training.
- To support and participate in the social and cultural life of Tiphereth as a community.
- Attend, and contributing to, a weekly staff meeting held on a Thursday
- Use the organisation's I.T. and communication systems to support good communication.
- To share in daily cleaning tasks and maintain safe and aesthetically pleasing working environments

### **Responsibilities**

The post holder will personally uphold Tiphereth's mission statement, and Camphill values.

The post-holder will be responsible to the workshop Team Leader who is their line manager and who will provide support and guidance via the induction, supervision and annual review processes. The Team Leader is accountable to the Day Service Manager who is Registered Manager for the service.

The post holder will have an overview of the needs and aspirations of those members for whom they are the keyworker and will ensure all communication about these members is facilitated as efficiently as possible.

Team work is an essential aspect of our approach and all staff have a responsibility to work in a positive, cooperative and supportive manner with colleagues, and thus take a mutual responsibility for many aspects of the running of the group.

The post-holder will work in accordance with Tiphereth's policies and procedures, including current COVID 19 risk assessments and infection control procedures.

## **Social Therapy / Social Pedagogy**

The post holder will take an active interest in the principles and application of Social Therapy and Social Pedagogy which underpin our work and make full use of training to ensure working practices and attitudes support Tiphereth's values and principles.

## **Festivals and cultural life**

Tiphereth celebrates the main Camphill festivals and this rich, shared cultural life is an important aspect of our identity, as well as providing a rhythm to the year. Each staff member is invited to contribute to this aspect of our community life.

## **Person Specification – Print Studio Co-Worker**

### **ESSENTIAL**

#### **Values**

- An openness to working with and learning about Social Pedagogy and Social Therapy.
- A commitment to and understanding of person-centred care practice.
- Treat people with equality, respect and dignity.
- A respect for the creative potential of people with learning disabilities and autism.

#### **Skills and Knowledge**

- Ability to build good working relationships with adults with learning disabilities and autism based on respect and listening
- Ability to facilitate positive and helpful interactions with individuals
- Ability to support someone 1-1 including managing any behaviour that challenges
- Ability to support a small group of people and take initiative of work projects
- Ability to work as a member of a team
- Ability to support a person with epilepsy after appropriate training
- Ability to support a person to participate in the activities and learn new skills
- Ability to work in partnership with families and carers
- Knowledge of autism and non-verbal communication
- Proficient IT skills in order to produce minutes, update support plans, risk assessments
- Artistic skill and an understanding of the development process that goes into good design

#### **Attributes and Personal Qualities**

- Empathy
- Good verbal communication
- Self-reflection
- Willingness and capacity to work indoors and outdoors
- Willingness to learn and continuously develop
- Understanding of your own professional role and boundaries.
- Enthusiasm for screen printing, and the artistic process

## **Experience**

- Experience of working in a team, and supporting or teaching others

## **DESIREABLE**

- Experience of supporting people with a learning disability or autism
- Knowledge and experience in screen printing
- A higher education qualification in a visually creative subject.

## **Qualifications**

This is not a requirement yet but when it is co-workers will need to be willing to work towards suitable qualification to comply with SSSC registration requirement – SVQ2 in Health and Social Care as a minimum, ideally SVQ3; and maintain SSSC registration and Continuous Professional Development requirements.

## **Print Studio Information and Role Specific Requirements**

We are seeking a new staff member with the right values and skills to work in our community. The focus of the role is to support and nurture the personal growth and practical skills of individual members (service users) in meaningful and creative work within our expanding day service.

We believe that in meaningful creative work there is therapy for all. The Print Studio produces high quality screen printed products for selling at our fairs, in local shops and on our soon to launch Etsy site. We also produce items for our community, exhibitions and for donation. We produce high quality work with an explorative and exciting creative process behind it. This means our members and co-workers have a sense of collective fulfilment as a group of artists and designers in collaboration with each other. Through our creative work we grow together, building confidence in the craft and in ourselves.

We work in a fully equipped, beautiful screen printing studio surrounded by countryside and with fantastic views over Edinburgh. We use high quality ethical, organic fabrics and materials.

Artistic skill and an understanding of the explorative development process that goes into good design is essential, a higher education qualification in a visually creative subject preferable. Knowledge and experience in screen printing is not essential though a real enthusiasm and excitement about using the method to make finished products is. You do not need prior experience of work with people with learning disabilities but must have a willingness to adapt to people's needs. You will need to be ready to learn about learning disabilities and autism and be willing to work to specific models of support and practice such as person centred and Positive Behavioural Support. We work at our members pace and their wellbeing is at the heart of what we do.

Find us on Instagram: <https://www.instagram.com/printstudiotiphereth/?hl=en>

## **Main terms and conditions**

### **Salary:**

Starting salary is £18,669 (£9.57 per hour) rising by annual increments to £20,009 over 6 years.

### **Hours:**

Full - time post - 37.5 full-time. Monday and Thursday 0855 – 1700; Tuesday, Wednesday, Friday 0855 – 1600

**Part-time post:** 2 or 3 days

### **Holidays:**

Full-time post - 36 days paid holiday per annum inclusive of statutory and public holidays. 31 days are fixed in line with the day service holidays. Tiphereth day service is closed for 2 weeks at Christmas/New Year; 1 week at Easter; 2 weeks in July; and 1 week in October and all day service staff are required to take their holidays at the same time.

Every two years the holiday allowance increases by 1 day to a maximum of 40 days full-time.

### **Sick Pay:**

2 weeks full pay and 2 weeks half pay in the first 2 years of employment rising to 4 weeks full and 4 weeks half after 2 years.

### **Pension:**

Tiphereth operates an Auto-enrolment Pension Scheme, which you are required to join or provide an alternative scheme. Tiphereth contributes a sum equivalent to 5% of annual gross salary on behalf of the employee and the employee makes 4% contribution to the Scheme. Together these contributions provide a pension of 9% per annum.

### **Probation:**

All new staff are required to serve a probationary period of 6 months during which their performance will be reviewed.

### **Notice:**

4 weeks

### **Protecting Vulnerable Groups (PVG) scheme:**

Before confirmation of an offer can be made, the successful candidate will be required to be a member of the Protecting Vulnerable Groups (PVG) scheme.