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**FAMILY SUPPORT WORKER / RESPITE SITTER**

**JOB DESCRIPTION**

**Basic Function**

To be accountable and line managed by the Senior Family Support Worker. To provide high quality flexible Respite Sitter service daytime /evenings or weekends, within the families’ own home when required as well as to provide high quality intensive support to families referred to Geeza Break. To work with families in group and individual sessions to develop and re-enforce life skills required to empower and enable vulnerable clients to fulfil their potential. To achieve positive outcomes for families that contributes to improved health and well-being.

The volume of Family Support Work and Respite Sitting will vary depending on the needs of the families.

**The Main Duties of the Family Support Worker / Respite Sitter are:**

Family Support Work**:**

1. To be responsible for a manageable case load and work towards achieving positive outcomes agreed with clients.
2. To maintain case notes and files as appropriate.
3. To provide person-centred support to individuals and families which includes addressing a range of physical, social, addiction and/or mild to moderate mental health issues.
4. To create opportunities to assist individuals to develop or maintain a range of practical and social skills.
5. To provide support to encourage individuals to attend a range of medical, educational and social settings.
6. To facilitate Group work sessions for families referred to the service.
7. To participate in review meetings with families and other professional workers.
8. To provide clear written evidence of work undertaken, including updating data base.
9. To attend training sessions and team meetings as required.
10. To attend and report to Case Discussions as required.
11. To attend supervision/support sessions as directed by the Operations Manager.
12. To adhere to all Geeza Breaks Family Support Worker policies and procedures.

Respite Sitting:

1. Provide the Respite Sessions to the clients, meeting the needs of the families using the service.

To provide high quality childcare to children aged 0-16 years in the family’s own home or out and about in the local community.

1. To promote good childcare practice by offering encouragement and assistance to parents/carers.
2. To participate in review meetings with families.
3. To provide written and verbal feedback /maintain case notes.
4. To attend induction, training sessions and team meetings as required.
5. To attend supervision/support sessions as directed by the Operations Manager.
6. To participate in ongoing vetting and screening procedures.
7. To adhere to all Geeza Break policies and procedures.
8. To adhere to all Geeza Break Codes of Conduct.

**This list is not exhaustive but is merely indicative of the type of duties you may be asked to perform.**