

COLUMCILLE CENTRE – 1-1 SUPPORT WORKER Job Description

Introduction

Columcille is a creative day support service based in Morningside, Edinburgh, which offers a wide range of activities for adults with learning disabilities, autism and mental health needs. Activities include gardening, cooking, crafts, printing, pottery, drama, music, keep fit and dancing. We aim to address the needs of the whole person by creating a safe and welcoming social environment for individuals to belong to, as well as opportunities to develop skills and express creativity. Our ethos is guided by person-centred principles and Social Therapy, a practical application of some of the ideas of Rudolf Steiner.

Job Description

Purpose of Role

To provide 1-1 support to individuals with learning disabilities to enable their participation in meaningful activities and the social environment offered at Columcille. Outcomes include learning skills, feeling safe, making friends, increasing confidence, and developing social skills.

The purpose of this role is to provide 1-1 support in Columcille and the community as follows:

- Mondays – community based 1-1 support that requires the staff starting and ending from an individual's home in north Edinburgh, who comes to Columcille over the middle of the day. This requires lone working and supporting an individual to use public transport.
- Tuesday – 1-1 support of an individual in Columcille with complex needs.
- Wednesday – varied 1-1 support with different individuals within a craft workshop.
- Thursday – 1-1 support of an individual within Columcille with complex needs.

Key Responsibilities

Support work

- To build person-centred relationships with adults with learning disabilities.
- To respect and uphold the dignity and needs of the service users at all times.
- To work according to individual's Personal Plan and contribute to the learning and understanding about the needs, strengths, and preferences of individuals.
- To plan and initiate activities and help create a stimulating social environment.
- To provide 1-1 support including intimate personal care, assistance with meals, mobility, administration of medication including emergency PRN medication.
- To provide 1-1 support and small group support.
- To support individuals in the community to access community facilities, and buses.
- To manage and respond to any behaviours that challenge using an approach based on positive behaviour support principles.

Communication and teamwork

- Contribute to positive team working through daily communication with colleagues and active participation in the weekly staff meeting.
- To act as Keyworker to some individuals and provide written reports for reviews

- Provide cover in the café serving and supporting people at lunchtimes if required.
- Adhere to Columcille's policies and procedures including health and safety.
- Liaise with external staff, family and other relevant parties involved with individuals.
- Maintain and update accurate records required by the Registered Manager.
- Support and contribute to an orderly, clean environment in the Centre each day.

Learning and Professional Development

- Attend induction training and any further training opportunities available and applicable to the role, including SVQ training when required for day services.
- Work in accordance with National Care Standards and SSSC Codes of Practice.
- Maintain professional confidentiality and boundaries
- Use supervision with line manager for reflection, learning and professional development

Person Specification

Experience	
Experience of supporting adults with learning disabilities	Essential
Experience of lone support working in community settings	Essential
Values	
Openness to learning about and working with social therapy	Essential
Person-centred value base and practice	Essential
Demonstrate respect in interactions and relationships with people	Essential
Skills and Personal Qualities	
Listening skills	Essential
Empathy and understanding of behaviours of concern	Essential
Able to reflect on practice and learn from experience	Essential
Good communication skills	Essential
Self-motivated with a good work ethic	Essential
Alert and attentive to group dynamics, and emotional needs of individuals	Essential
Experience of providing personal care	Desirable
An interest in and knowledge of one of the crafts at Columcille	Desirable

Main Terms and Conditions

1. 25.5 hours per week, 4 days, Monday to Thursday.
2. Working pattern: Monday 0900 – 1600; Tuesday 1030 – 1600; Wednesday 0900 – 1630; Thursday 1030 – 1600.
3. Salary £16,707 based on FTE salary, £24,897. Annual increments for the first five years.
4. Holidays – 184 hours per year, based on 7.02 weeks entitlement. There is a mixture of fixed holidays when the Centre is closed.
5. There is a probation period of 6 months after which the post is permanent.
6. This post is Regulated Work with Vulnerable Protected Adults, under the Protection of Vulnerable Groups (Scotland) Act 2007. Preferred candidates will be required to join the PVG Scheme or undergo a PVG Scheme update check if already scheme members.

To Apply

Return the Application Form by **9am Friday 14th November**.

Interviews will be held on **Tuesday 18th November**.