

Support Worker Job Description

Post	Support Worker
Hours	21 hours per week, 9.00am to 4.00pm Tuesday, Thursday, Friday. Staff may be asked but not required to work on a staff training day.
Salary	£14,687 per annum gross; £13.45 per hour, rising annually
Reports to	General Manager
Holidays	7.02 weeks full-time, pro rata for part time. Some annual leave is fixed when the centre is closed.
Pension	The post holder will be invited to join the company pension scheme
PVG	The post holder will be or must become a member of the Protecting Vulnerable Groups (PVG) scheme
Probation period	6 months during which the appointment may be ended with 1 weeks' notice.
Closing date	9am on Monday 28 th September. Interviews will be held on either Thursday 1 st October or Friday 2 nd October – please indicate on your application form if you cannot attend on either of these dates.

Introduction

Columcille's mission is to provide creative activities for people with additional needs in a supportive environment that fosters relationships, skills development, and improves physical and emotional wellbeing.

We offer creative workshops (pottery, print, craft, art, gardening, cooking), performing arts (dance, music, drama), holistic therapies as well as access to community facilities.

This role involves working with a range of individuals with different needs, both 1-1 and group support. We are looking for someone experienced in supporting adults with learning disabilities including autism. The post holder will support individuals to take part in our activities so any previous interest and experience of these would be desirable. The main qualities we are looking for is someone with great support skills, respect, insight into people and a willingness to participate and learn about our activities.

The role holder will be part of a supportive team, with access to regular support and supervision, training and professional and personal development opportunities. There is a generous annual leave entitlement and competitive salary which increases annually. For more information go to www.columcille.org.uk

Job Description

Purpose of Role

To provide care and support to adults with learning disabilities to meet their needs and preferences in our day service building in Morningside and local community resources.

Key Responsibilities

Support work

- Build respectful, person-centred relationships with adults with learning disabilities.
- Provide 1-1 support and group support that enables individuals to participate in workshop activities and daily living activities, according to their Personal Plan.
- Promote the wellbeing and the independence of service users while protecting them, as far as possible, from harm.
- Work in accordance with National Care Standards and SSSC Codes of Practice.
- Work according to individual's Personal Plan and risk assessments and contribute to the on-going learning and understanding about the needs, strengths, and preferences of individuals.
- Provide support with intimate personal care, assistance with meals, mobility, administration of medication including emergency PRN medication if needed.
- Support individuals to access community facilities including use of public transport, leisure facilities, cafes, public spaces
- Respond to behaviours that challenge demonstrating an understanding that behaviour is a means of communication.

Communication and teamwork

- Contribute to positive team working through open, accurate communication.
- Be 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.
- 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 applicable to the role
- Be open to learning about social therapy, the approach underpinning Columcille
- Maintain professional boundaries and confidentiality
- Use supervision for reflection, learning and professional development
- Meet SSSC registration requirements when the register opens to day service staff.

Person Specification

Experience and Knowledge	
Experience of supporting adults with learning disabilities	Essential
Experience of providing personal care	Desirable
Experience of lone work	Desirable
Understanding of professional boundaries	Essential
Knowledge and understanding of Adult Protection	Essential
A relevant Practice qualification at SCQF Level 6 such as SVQ 2 Social Services and Health care or equivalent.	Desirable
Knowledge of the Care Standards and SSSC codes of practice	Desirable
Values	
Openness to Columcille's values and to learning about our ethos	Essential
Person-centred value base and practice	Essential
Demonstrate respect in interactions and relationships with people	Essential
Skills and Personal Qualities	
Understanding of a positive behaviour support (PBS) approach	Essential
Reflective practitioner, able to learn from experience and mistakes	Essential
Good communication and listening skills	Essential
Alert to group dynamics, and emotional needs of individuals	Essential
Knowledge and interest in at least one workshop activity	Desirable

Columcille's Values

We are inspired by Rudolf Steiner's understanding of the human being as well as person-centred principles and practices.

Care

Staff create and maintain an atmosphere of mutual trust and respect. Individuals experience warm, kind and compassionate person-centred care and support that adapts to changing needs and choices.

Creativity

We offer craft workshops, performing arts, holistic therapies and support to access community facilities. Individuals benefit from the structure and rhythms of each day.

Community

We value a healthy social atmosphere where everyone feels welcome, safe and included. Our café brings people together three times per day, and we are small enough for people to build meaningful relationships and create community. Celebrations, outings and birthdays offer meaningful, enjoyable ways to connect.