



## Cumberland Council

### Post Specification

<b>Date</b>	<b>August 2023</b>
<b>Post Group Number</b>	<b>1538</b>
<b>Post Title</b>	<b>Support Worker DMH Residential and Day Services</b>
<b>Job Family</b>	<b>People Care and Development</b>
<b>Job Family Role Profile</b>	<b>PCD3</b>
<b>Final Grade</b>	<b>Final Grade 5 (inc JWC's)</b>

To be read in conjunction with the job family role profile

<b>Service Area description</b>
Provider Services
<b>Purpose of this post</b>
To provide individual support and care to people who have a learning disability, physical disability and / or mental health problems in a day service / community setting.  Promoting service user emotional and physical well-being and to encourage the development of individual potential, based on the identified individual needs of the user.
<b>Key job specific accountabilities</b>
<ul style="list-style-type: none"><li>• <b>Care Programme</b> To be actively involved in the process of care programme development and coordinate as appropriate personal information to ensure that a programme of care meets the individual needs of the user.</li><li>• <b>Personal Care</b> To provide personal care as required by individual service users within the context of each individuals care programme and ensure personal care needs are met with dignity and respect.</li><li>• <b>Link Worker</b> Under direction and with the support of the senior support worker act as link worker to service users to enable the implementation of a programme of care and support and where possible encourage users to a greater achievement and independence.</li><li>• <b>Records and Administration</b> Maintenance of accurate and meaningful service user records as required by the manager, regarding the care and development of service users.</li><li>• <b>Activities</b> Under guidance, assist and promote personal development through enabling service users to access a variety of activities that are appropriate to meet individual needs of the user both within the day service and wider community.</li><li>• <b>Health and Safety</b> You are responsible for your own health and safety and that of other people in the course of your work and are expected to take any necessary/appropriate action to ensure this. You will cooperate with your employer to ensure that Health and Safety requirements are fully met.</li><li>• <b>Service Development</b> As required assist the manager in the operation and improvement of the service provided including the promotion of positive relationships with users and the local community.</li><li>• <b>Wider Contribution</b> Contribute as required to the development of the service in the locality, for instance, under guidance to attend case reviews and meetings.</li></ul>
<b>Please note annual targets will be discussed during the appraisal process</b>
<b>Key facts and figures of the post</b>

<b>Budget Responsibilities</b>	•
<b>Staff Management Responsibilities</b>	•
<b>Other</b>	•
<b>Essential Criteria - Qualifications, knowledge, experience and expertise</b>	
<ul style="list-style-type: none"> <li>• Experience in working with people.</li> <li>• Commitment to attending training courses.</li> <li>• Communication.</li> <li>• Assessment.</li> <li>• Promotion of independence.</li> <li>• Inter personal skills.</li> <li>• Personal care skills.</li> <li>• Good written ability.</li> <li>• Ability to use initiative.</li> <li>• Able to work in a team.</li> <li>• Flexible.</li> <li>• Willing to undertake training.</li> </ul>	
<b>Disclosure and Barring Service – DBS Checks</b>	
<ul style="list-style-type: none"> <li>• This post requires a DBS check.</li> <li>• The level of check required is: <ul style="list-style-type: none"> <li>○ DBS Enhanced – Adults</li> </ul> </li> </ul>	
<b>Job working circumstances</b>	
<b>Emotional Demands</b>	
<b>Physical Demands</b>	
<b>Working Conditions</b>	
<b>Other Factors</b>	
<ul style="list-style-type: none"> <li>• Services will be required to operate in accordance with Cumberland Council and Cumbria Care policy and guidelines and as defined from time to time by the management of the service.</li> <li>• The post holder will be required to take part in a structured scheme of performance, development and appraisal.</li> <li>• The post holder may be required to ensure the safe keeping and administration of medication in respect of service users.</li> <li>• Some service users may present the service with behaviour that may challenge, training will be provided and support will be given to deal with the various aspects of the behaviour.</li> <li>• The post holder may be required to act as escort where appropriate</li> </ul>	