



Residential Child Care Worker (inc Bank) - Job Specification

Location:	Orchard Cottage, Dundonald
Line Managed By:	Senior Practitioners & Assistant Manager
Salary Scale:	£24,500 - £28,500
Bank Rate of Pay:	£12.00 per hour.
Hours of Work:	40 hours per week for permanent staff or Ad hoc for Bank staff.

Job Purpose

Orchard Cottage provides a home for children, not just a children's home. Our primary aim is to create an environment of constant warmth, predictability and responsiveness to needs, with the opportunity for children to experience new models of adult to child and peer group relationships. It is our belief that, in these new relationships, children and young people can experience conflict with positive rather than negative resolutions.

Residential Child Care Workers are responsible for the day-to-day health and wellbeing for all of the children and young people within Orchard Cottage, your first line of contact and support will be the Senior Practitioners followed by the Assistant Manager. You must be able to work as part of a team with colleagues and other professionals to offer a comprehensive residential service to meet the physical, social, emotional, mental health and care needs of the children and young people within our home.

As part of our ongoing professional development you would also be required to have an excellent understanding of the legislative framework that safeguards vulnerable children and young people. You must be confident in providing exceptional care and support to enhance the residential experiences of our young people. You will be able to demonstrate a sound value base and have a relevant qualification such as HNC in Social Care and SVQ Level 7 or the commitment to achieve these.

The nature of residential work is varied and in many instances unpredictable. All Child Care Workers are therefore expected to work in a flexible way and tasks that have not been covered in the job description, may have to be undertaken.

Key Duties and Responsibilities

- Supervise, monitor and promote the safety of young people at all times while having responsibility for their day to day health and wellbeing.
- Understanding the principles of safeguarding young people, yourself and others.
- To be fully aware of safeguarding and child protection issues and understand the reporting process of these within the home.
- Undertake relevant training required by Orchard Cottage Care, SSSC & the Health and Social Care Standards ensuring you have an up to date knowledge of current Legislation, Codes of Practice and Guidelines, while also being responsive to your own personal development.
- Work in accordance with Health and Social Care Standard and SSSC Codes of Conduct and cooperate with any care Inspectorate inspection process.
- Be responsible for regularly checking, updating and recording all information and new updates within young people's paperwork, care plans, folders and files as required.
- Complete and maintain administrative records as required by the home, log telephone calls, record in the diary, daily log book and update daily case notes.
- Take part in Handovers to ensure all relevant information is shared with staff changing shifts.
- Attend, participate and make productive use of supervision and regular staff team meetings while also organising young people's meetings.
- Work in accordance with the vision and aims of Orchard Cottage Care, adhere to and carry out duties inline with all company policies and procedures.
- To promote structure, boundaries and domestic routines within the home while assisting in health promotion and personal hygiene development of the young people, providing personal care where needed.
- To act as a Key worker to specific young people while working in line with their care and placement plans.
- Participate in, and complete records for statutory reviews and meetings concerning the young people, as well as attending LAAC reviews, Hearings, social work meetings and school meetings providing regular updates to social workers, families or other relevant personnel.
- You must cooperate and comply with Health and Safety requirements by following Fire and Health and Safety procedures and report any unsafe practices and conditions as you have responsibility for the health and safety of the home, children, young people, colleagues and yourself.
- Contribute to a culture of open and honest communication.
- Adapt and respond positively to changing patterns and work situations.
- Provide and participate in holidays and leisure activities in line with care plans, placement plans and risk assessments of the young people.
- Create daily activity planners, including school attendance, homework and extracurricular activities to promote young people's participation, ensuring they are actively involved in the environment and day to day activities of the home.
- To implement de-escalation and physical intervention strategies as necessary and appropriate in line with mandatory training.
- To have a full understanding of the emergency call out procedures of the house.
- Provide a positive role model for the young people, presenting yourself in a highly professional manner.
- Develop effective professional working relationships with colleagues, children and families and other agencies, ensuring to work in partnership to maintain these relationships.
- Supporting young people with education in a non-teaching capacity through the Alternative Curriculum and Curriculum Enrichment.
- Any other reasonable management instruction. You may be expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time.
- Work within the code of confidentiality and ensure that records in the house are stored in a manner which is compliant with regulations.

The above job description forms part of your main terms and conditions of employment. Orchard Cottage Care Ltd reserves the right to vary duties and responsibilities at any time within legal notification frameworks, however, not outside what is considered reasonable to the original post.

Person Specification

	Essential Criteria	Desirable Criteria
<p>Education and Qualifications</p> <p>Method of Assessment - Application form, certificate check and interview.</p>	<p>Commitment to achieve HNC in Social Care and SVQ Level 7 children and young people, in line with SSSC registrations criteria and timescales.</p>	<p>Educated to SQA standard (or equivalent) and ability to demonstrate competency at this level</p> <p>SVQ Level 7 Children and Young people and HNC in Social Care (or equivalent) which allows registration with SSSC or working towards.</p> <p>Appropriate registration with the SSSC for Residential Child Care Workers</p>
<p>Skills and Experience</p> <p>Method of Assessment - Application form, reference and interview.</p>	<p>Experience of dealing with challenging behaviors and or difficult situations.</p> <p>Effective communication skills with colleagues, outside agencies, children and families.</p> <p>Good interpersonal skills and emotional awareness of self and others.</p> <p>To work as part of a team and use your own initiative when required.</p> <p>Reporting and recording to a high standard.</p>	<p>One year's experience in Residential Child Care.</p> <p>Tolerance, patience, sensitivity, warmth, understanding, humor, flexibility and honesty.</p>
<p>Knowledge</p> <p>Method of Assessment - Application form and interview.</p>	<p>Wide knowledge of the behaviors displayed by children and young people.</p> <p>An understanding of the impact of trauma, child development and the needs of young people in residential care.</p>	<p>Working Knowledge of legislation in relation to child care including National Care Standards, Children (Scotland) Act 1989, GIRFEC.</p> <p>Understanding the principles of safeguarding and child protection.</p> <p>Knowledge of the work of other agencies involved with children and young people.</p>
<p>Ability</p>	<p>To form professional and positive relationships to</p>	

<p>Method of Assessment - Application form and interview.</p>	<p>promote the health, safety and wellbeing of children and young people.</p> <p>The ability to deal with difficult situations and make appropriate decisions in line with the policies and procedures of the house.</p> <p>To learn quickly and absorb information in relation to working with children and young people.</p> <p>To ask for guidance, support, and to remain open, honest and accountable.</p> <p>To communicate with outside agencies, children and their families.</p>	
<p>Other Requirements</p> <p>Method of Assessment - Application form, interview and license check.</p>	<p>A willingness to participate in, and implement all house training in practice.</p> <p>Ability to work shifts including evenings and weekends.</p> <p>Full UK Driving License.</p>	<p>A clean Driving License held for twelve months.</p>