



## **Support Worker - Russets**

**Salary:** Band: 5, £25,652 to £27,363 p.a (£21,838 - £23,295 for 31.5 hours), plus 17% shift enhancement depending on rota

### **Average 31.5 hour per week**

Typically working a 2-week rota. Shifts range from 7am – 10pm. Shift pattern will include working every other weekend and will include bank holiday working.

Portsmouth Local Authority is committed to safeguarding and promoting the welfare of 'adults at risk' and expects all staff and volunteers to share this commitment.

DBS Disclosure at Enhanced level will be required prior to any offer of employment and this post is exempt from the Rehabilitation of Offenders Act 1974.

### **What is the purpose of Adult Social care from a service user perspective?**

Help me, when I need it, to live the life I want to live

### **The Service**

Russets is a purpose built service in Hilsea that provides respite care for adults who have learning disabilities and live within the area of Portsmouth. In addition to this Russets also provide adults with a learning disability with residential accommodation. Russets is the only unit of its kind in Portsmouth. We currently have vacancies in both our Respite Service and our Residential service.

We are fully committed as a team and are involved in all aspects of our service users lives. It can be hard work and mentally & physically strenuous but rewarding for the right person with the right skills and values. We provide person centred care to our service users and encourage them to make choices as part of helping them maintain their independence as much as possible. We encourage activity based care.

As a service we take pride in our work by valuing others, focusing on what's important so that we make a real and positive difference.

### **What is the role?**

Using a person centred approach you will look after the physical, emotional, cultural and social needs of service users. This will include personal care, assisting clients at meal times and all aspects of daily living.

The right applicant will be providing person centred care in the form of social activities which promotes the individual's mental health and wellbeing and improves their quality of life.

You will be a key worker to specific individuals taking responsibility to ensure information about their health and wellbeing is recorded on the daily record sheets and communicated to the assistant managers and others as per our legal requirement under the Care Quality Commission (CQC) to meet our fundamental standards so their individual needs are met and so that their care plans can be kept up to date with this



information. The CQC fundamental standards information is available [here](http://www.cqc.org.uk/what-we-do/how-we-do-our-job/fundamental-standards).  
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It will be your responsibility to ensure monitoring and hourly checks with detailed recording on daily record sheets of your observations are carried out on residents throughout the day and their care needs are met.

You will look after the needs of a diverse group of service users with a wide range of care needs, including challenging behaviour.

This role will include some person moving and handling duties.

All staff need to observe Health and Safety requirements for the unit and take responsibility for the safety and welfare of the residents, themselves and the safety and security of the building overnight. (Fundamental standard 7 Premises and equipment).

As a Support Worker supporting vulnerable adults you must be open and transparent. Should something go wrong or you witness unsafe practice, you have a responsibility (Duty of Candour) to ensure you raise this concern with a manager immediately. (fundamental standard 12).

There will be the need for light food preparation.

### **Who is the person?**

#### **You need to have:**

1. The ability to converse at ease with residents with cognitive impairment and provide advice in accurate spoken English is essential.
2. Have patience and empathy, with an understanding of the needs of people with different types of learning disabilities including autism.
3. Experience in a caring role as a formal paid or unpaid carer.
4. Ability to monitor, recognise concerns and produce accurate records for the multi-agency reviews.
5. An understanding of the importance of resident's dignity, privacy and choice, and applying this in practice. (Fundamental standard 2 Dignity & Respect)
6. The ability to be flexible and adaptable, able to work in a team as well as being able to work independently and able to use your own initiative and make decisions.
7. The ability and skills to be trained and competent in the administration of medication
8. Have good communication, interpersonal and written skills. (Fundamental standard 10)
9. Computer skills will be required to enable you to update care plans, use e-learning, print of your payslip etc.



10. An understanding of the cultural and linguistic needs of people from a diverse range of backgrounds.
11. You will be required to take part in training (on and off site) and development which will contribute towards your framework and study for an apprenticeship at level 2 / 3 (or equivalent) in Social Care and undertake learning to complete the Care Certificate (previously CIS) within your probation period
12. Able to deal with emergencies in a confident manner.
11. An understanding of the principles and practice of client confidentiality and Data Protection

**How to apply:** Please read the full job profile and remember to demonstrate why you are suitable against each of the points described in the 'Who is the Person' points on the profile. This might be through qualifications or descriptive examples from your work / personal experience, which clearly illustrates what you did and the effect it had. Please read this alongside the 'How to apply' document on the home page of the careers portal.

#### **General Data Protection Regulation (GDPR)**

As part of any recruitment process, Portsmouth City Council collects and processes personal data relating to job applicants. Portsmouth City Council is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations under the General Data Protection Regulations (GDPR).

Completing and sending an application in for a vacancy is your consent for us to process your data for the purpose of recruitment. Your data is not used in any other way and you can withdraw your consent at any point in the recruitment process and we will destroy or delete your information.

For more detailed information on what we collect, how we use, store, delete data and your rights you can access a privacy statement on our Job board.

This role is eligible for a DBS check and the DBS have published a privacy notice to ensure individuals are fully informed of the use of their personal data; their rights and that Portsmouth City Council are meeting the necessary requirements when submitting DBS checks. It is important that you read and understand this privacy policy before any application is submitted to the DBS.

Visit the Gov website to read the full notice.

Please include the below statement in your application. It is important you know your rights.

I have read the Standards/Enhanced Check Privacy Policy for applicants and I understand how the DBS will process my personal data and the options available to me when submitting an application

Signed.....Dated.....

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.