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 Job Description

**Job Title Waking Night SEN Care Support Worker**

**Location** Henshaws College, Harrogate

Salary £10.20 per hour

Band C

**Hours per Week** 10 – 40 Night shifts are run from 21.45-07.45

**Annual Leave** 25 days plus 10 Statutory holidays (pro-rata for part time/term time roles) to be taken during College Holiday periods.

**Reports to** Care Lead

**DBS Check** Enhanced Check with child barring list and adult barring list

**Job Summary**

To work as part of a team of staff across campus providing care and learning support for our students within the college, enthusiastically encouraging them to develop their independence, and living skills with a focus on quality of life.

Some of our students may be diagnosed as having a severe or profound and multiple learning disabilities. They may also have physical and sensory impairments, behavioural, emotional and social difficulties (BESD) and display behaviours of concern. Due to the complex needs the learners may have a high level of personal care and clinical needs which need to be met sensitively and professionally in line with rigorous policies.

**Key responsibilities:**

As part of the Residential Student Support Team, the Waking Night SEN Care Support Worker performs a very important role in helping our students to get the most out living away from home in a safe and supportive environment.

In the house you would be required to help and support our students with their personal care needs which may include washing, dressing, toileting, feeding and any other intimate care assistance. This would be identified in the student’s Care Plan. You will also be responsible for carrying out any checks required for individual students in a professional and timely fashion throughout the night. It is vital that you accurately and appropriately record and report students’ needs and progress.

You will need to learn and fully understand the College’s core purpose and values and ensure that everything you do reflects these values.

You will work on a fixed rota, however this may change to accommodate the needs of the service but we would discuss this with you before any changes took place. Night shifts start at 21.45 and finish at 07.45.

You will be required to attend training some of which may take place outside your normal rota’d hours. This will be discussed with you and payment may be made when it is not possible to do this training within your normal number of contracted hours.

**Other responsibilities:**

* Keep up to date and remain fully aware of the students’ difficulties and disabilities and any care and medication requirements of those students.
* Complete 3 day first aid and fire marshal training
* Be the responsible individual for the house during the night
* Ensure that appropriate care equipment is used after training and work as trained.
* Report any concerns which may affect student/staff welfare or safety to the Care Lead or any other manager.
* Assist all students in any way which promotes and enables their development and independence.
* Depending on location you may be working as part of a team and as such will need to work cohesively with colleagues.
* Carry out any administrative and housekeeping tasks necessary to ensure good housekeeping, cleanliness and health and safety in relation to the student residences.
* Attend and contribute to staff meetings as required.
* Attend all Henshaws mandatory and compulsory training sessions, taking responsibility to ensure training is up to date at all times.
* Take responsibility for your own personal and professional development, including CPD where appropriate.
* Facilitate training and knowledge sharing across Henshaws Society, and other providers where appropriate.
* Offer a flexible approach to working hours to meet the needs of the organisation.
* Represent Henshaws in professional manner at all times, contributing to marketing and recruitment activities for Henshaws Society as required.
* The employee may on occasions be called upon to undertake work in other locations in order to ensure obligations to students, service users and third parties are fulfilled.
* Comply with Henshaws Health & Safety requirements and be aware of and adhere to current Henshaws policies and procedures.
* Any other duty as required by the line manager commensurate with the post.

**Please Note**

For the first two weeks of your employment you may be required to work different hours to those for which you are contracted. This is in order that we can provide you with the necessary training and induction to enable you to do your job. This induction period will be discussed and agreed with you by your care lead before you start working.

**Person Specification**

**Please document on your application form how you meet the skills that we require as set out below. This does not have to be paid work; you can use examples of voluntary work and experience.**

****All disabled candidates who meet the minimum essential criteria will be included on the shortlist.

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|  | **Criteria** | **Essential or Desirable** | **How Identified** |
| **Skills and Experience** | Willingness to assist students with any personal care requirements as needed | **E** | Interview |
| Willingness to support students in a way that promotes their independence and development | **E** | Interview |
| The ability to keep calm under pressure  | **E** | Application from/Interview |
| Recent experience of working with young adults | **D** | Application form |
| Awareness and respect of student’s rights | **D** | Interview |
| Experience of working with people with Autistic Spectrum Disorder (ASD) and behavioural, emotional and social difficulties (BESD) and an understanding of the specific needs relating to these. | **D** | Interview/Application form |
| Enthusiastic, respectful and sensitive attitude to our client group | **E** | Interview/application |
| Able to work using own initiative as well as working as part of a multi-disciplinary team | **E** | Application form/Interview |
| **General & Specialist Knowledge** | Knowledge of different learning disabilities | **D** | Interview |
| Previous experience of working with people with learning disabilities/BESD/ASD | **D** | Application form/Interview |
| Knowledge of care work and what this will involve including understanding dignity and respect | **E** | Application form/Interview |
| Previous experience of working in the care sector and providing personal care | **D** | Application form/Interview |
| Commitment to furthering student’s independence | **E** | Interview |
| Ability to promote the student group in a positive and professional manner | **E** | Interview |
| Awareness of equal opportunities issues relating to this area of work | **D** | Interview |
| Knowledge and experience of health and safety issues relating to this area of work | **D** | Interview |
| **Education & Training** | Hold Level 2/3 Diploma in Health and Social Care or Willingness to complete diploma in Health & Social Care within 2 years of employment | **E** | Certificate/Interview |
| Willingness to work towards Care Certificate within first 6 months of employment | **E** | Certificate |
| Good standard of literacy and numeracy | **E** | Application form & tests at interview |
| Equivalent of 2 GCSEs in Maths and English at Grade C or above | **D** | Certificates |
| Intervener training | **D** | Certificate |
| Willingness and ability to undertake work related training and utilise new skills and knowledge to enable improved support | **E** | Interview |
| To fully support our students you must be able to cope with the physical demands of the role, including pushing a wheelchair around college and in the community and assist the student into and out of the wheelchair if required after having training | **E** | Interview |
| **Special Requirements** | Flexible approach to working hours and ability to work the hours which meet the establishment’s need. NB this is more than likely to include working a day at the weekend and some evenings depending on the hours you work. | **E** | Interview |
| Commitment to undertaking any training & personal development required which may take place in college holidays | **E** | Interview |
| A commitment to promoting and safeguarding the welfare of students | **E** | Application form/Interview |
| Adhere to Henshaws Values Inspiring. Proactive. Sharing. Compassionate. Empowering. Informed | **E** | Interview |

**Henshaws will make every endeavor to make any reasonable adjustments for applicants who require assistance in carrying out their duties due to a disability.**

**Henshaws is committed to safeguarding vulnerable adults and children. The post holder may be required to complete an enhanced DBS disclosure check including barring lists for Adult and/or child barring services. Henshaws is committed to equal opportunities and positively welcomes applications from all sections of the community.**