



ARDCOMM

The Heart of the Community

Job Title: Residential Social Worker

Accountable to: Director of Service

Responsible for: Children

Hours of Work: 37.5 hours per week

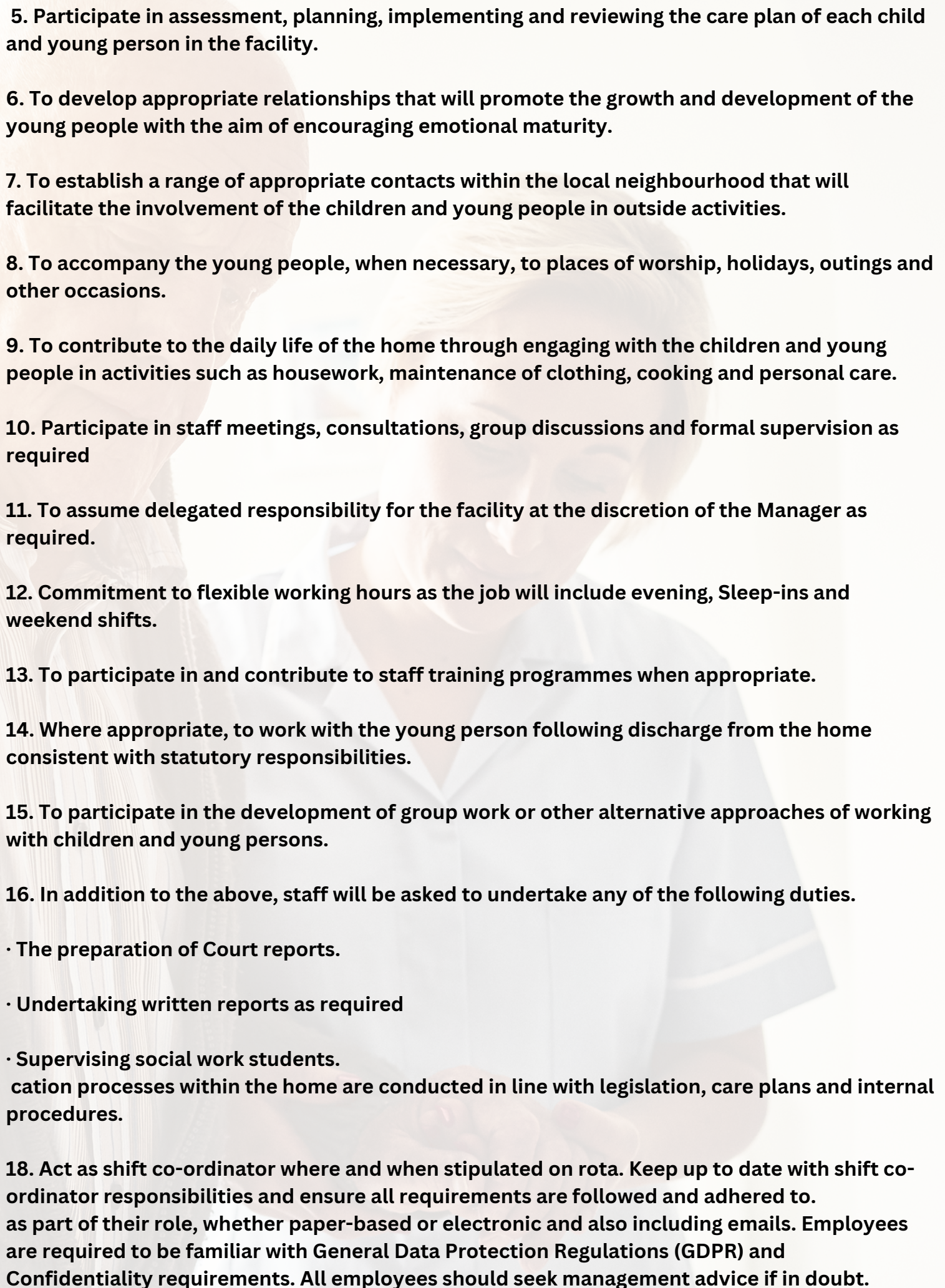
Salary: Band 5 (£29,180) AYE – Band 6 (Pay bracket £33,706- 35,572)

Purpose of the role:

The Residential Social Worker will be part of the Residential Unit team, providing therapeutic residential care for children aged 6-12 years old. As Residential Social Worker, you will work to create a warm, caring environment which meets the emotional, spiritual, physical and intellectual needs of the children or young persons accommodated in the home. The Residential Social Worker will be required to undertake the following duties.

Duties and responsibilities:

1. Have shared responsibility for the day to day care and supervision of children and young people who live in the home which may include key worker responsibility for young people aged 6-12 years old.
2. Ensure that appropriate records are maintained particularly those detailing observations and/or assessment of each child and young person, in accordance with agreed policies and procedures.
3. Engage with the Clinical team and other professionals in ensuring the relevant therapeutic measures are implemented when required.
4. Develop working relationships with other agencies to support the needs of the young people living in residential care e.g. education.

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- 5. Participate in assessment, planning, implementing and reviewing the care plan of each child and young person in the facility.**
 - 6. To develop appropriate relationships that will promote the growth and development of the young people with the aim of encouraging emotional maturity.**
 - 7. To establish a range of appropriate contacts within the local neighbourhood that will facilitate the involvement of the children and young people in outside activities.**
 - 8. To accompany the young people, when necessary, to places of worship, holidays, outings and other occasions.**
 - 9. To contribute to the daily life of the home through engaging with the children and young people in activities such as housework, maintenance of clothing, cooking and personal care.**
 - 10. Participate in staff meetings, consultations, group discussions and formal supervision as required**
 - 11. To assume delegated responsibility for the facility at the discretion of the Manager as required.**
 - 12. Commitment to flexible working hours as the job will include evening, Sleep-ins and weekend shifts.**
 - 13. To participate in and contribute to staff training programmes when appropriate.**
 - 14. Where appropriate, to work with the young person following discharge from the home consistent with statutory responsibilities.**
 - 15. To participate in the development of group work or other alternative approaches of working with children and young persons.**
 - 16. In addition to the above, staff will be asked to undertake any of the following duties.**
 - The preparation of Court reports.**
 - Undertaking written reports as required**
 - Supervising social work students.**

cation processes within the home are conducted in line with legislation, care plans and internal procedures.
 - 18. Act as shift co-ordinator where and when stipulated on rota. Keep up to date with shift co-ordinator responsibilities and ensure all requirements are followed and adhered to. as part of their role, whether paper-based or electronic and also including emails. Employees are required to be familiar with General Data Protection Regulations (GDPR) and Confidentiality requirements. All employees should seek management advice if in doubt.**

GENERAL REQUIREMENTS

The post holder will be required to:

Ensure the policy on equality of opportunity is promoted through his/her own actions and those of any staff for whom he/she has responsibility.

Co-operate fully with the implementation of the Health and Safety arrangements, reporting any accidents/incidents/equipment damages to his/her manager, and maintaining a clean, uncluttered and safe environment for children and staff.

Adhere at all times to all policies/codes of conduct, including for example:

Smoke Free policy

IT Security Policy and Code of Conduct

Standards of attendance, appearance and behaviour

Contribute to ensuring the highest standards of environmental cleanliness within your designated area of work.

Co-operate fully with regard to policies and procedures relating to infection prevention and control.

All employees are legally responsible for all records held, created or used as part of their role, whether paper-based or electronic and also including emails. Employees are required to be familiar with General Data Protection Regulations (GDPR) and Confidentiality requirements. All employees should seek management advice if in doubt.

Take responsibility for his/her own ongoing learning and development, in order to maximise his/her potential and continue to meet the demands of the post.

This Job Description will be subject to review in the light of changing circumstances and is not intended to be rigid and inflexible but should be regarded as providing guidelines within which the individual works. Other duties of a similar nature and appropriate to the grade may be assigned from time to time.

PERSON SPECIFICATION – RESIDENTIAL SOCIAL WORKER

Notes to applicants:

1. You must clearly demonstrate on your application form under each question, how you meet the required criteria as failure to do so may result in you not being shortlisted. You should clearly demonstrate this for both the essential and desirable criteria.

2. Shortlisting will be carried out on the basis of the essential criteria set out below, using the information provided by you on your application form. Please note the Organisation reserves the right to use any desirable criteria outlined below at shortlisting. You must clearly demonstrate on your application form how you meet the desirable criteria.

3. Proof of qualifications and/or professional registration will be required if an offer of employment is made – if you are unable to provide this, the offer may be withdrawn.

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Education and Qualifications	<ul style="list-style-type: none"> Recognised Social Work Qualification Hold appropriate NISCC registration or be eligible for immediate registration or have lodged an application with NISCC. Experience in working with children and young people who have experienced significant trauma. Hold a current full driving license valid for use in the UK and have access to a car on appointment. (where disability prohibits driving, <u>this criteria</u> will be waived if the applicant is able to organise suitable alternative arrangements) Experience in the use of IT including at least one of the core packages i.e. Outlook, Word, Excel, PowerPoint. 	<ul style="list-style-type: none"> Knowledge and skills around therapeutic models, as well as knowledge on TCI and the skills/qualities required to deliver these supports effectively. 	<ul style="list-style-type: none"> Application Form – shortlisting. Application Form/Interview
Knowledge, Skills and Abilities.	<ul style="list-style-type: none"> Ability to communicate effectively in speech and writing. Ability to work in partnership with staff within and outside the programme of care. Effective planning and organisational skills with an ability to prioritise workload. Knowledge of statutory responsibilities for looked after children. Demonstrate a sound working knowledge of Child Protection policies and Procedures. Ability to compile reports. 	<ul style="list-style-type: none"> Ability to effectively manage and provide effective leadership to a team. 	<ul style="list-style-type: none"> Application Form Application Form / Interview / Assessment Application Form / Interview / Assessment
Personal Attributes	<ul style="list-style-type: none"> Good organisational and leadership skills Ability to motivate and influence others Good interpersonal skills Capacity for Independent Travel Approachable Honest and reliable. Accountability; to be responsible for the work undertaken. Ability to use initiative 		<ul style="list-style-type: none"> Interview References

NOTE: Where educational/professional qualifications form part of the criteria you will be required, if shortlisted for interview, to produce original certificates and one photocopy. Only those certificates relevant to the shortlisting criteria should be produced. If educational certificates are not available an original letter and photocopy of same detailing examination results from your school or college will be accepted as an alternative.

Where a post involves working in regulated activity with vulnerable groups, post holders will be required to register with the Independent Safeguarding Authority.