

DDL Care Hub

Reablement Support Worker – Job Description and Person Specification

RESPONSIBLE TO	DDL Care Hub Manager/Assistant DDL Care Hub Manager
RESPONSIBLE FOR	Supporting Clients in the DDL Care Hub
SALARY	£21,840 per annum pro rata
HOURS	Contracted Monday to Friday 09.00 – 16.00

The overall purpose of the role

The role of the Reablement Support Worker is to provide support to the clients on a daily basis and to work as part of a team to assist with reablement, respite and replacement care for older people and assist with a range of activities relevant to each individual to ensure we are meeting their own personal goals whilst providing emotional support, companionship and a safe environment.

PRINCIPLE DUTIES AND RESPONSIBILITIES

1. To work with clients to meet their needs including personal care, social, emotional, recreational, and learning needs where appropriate in accordance with their care plan or goal plan programme.
2. To provide emotional support, companionship, and a safe environment for those in need of supervision and help.
3. To assist with mobility including use of small equipment and where required moving and positioning equipment.
4. To assist with organising and delivering a programme of appropriate & achievable, therapeutic & recreational activities to enhance the lives & improve the well-being of clients attending the DDL Care Hub.
5. To assist the minibus driver with the collection of the clients from their own homes to the DDL Care Hub and taking them back home safely to the home addresses.
6. To assist in developing personal activity plans.
7. To assist in events on the programme giving regard to client health and safety, ability, comfort & enjoyment
8. Ensure that all activities are risk assessed, and risk assessed against the participants.
9. To provide assistance with eating and drinking as required.
10. To assist in the administration of medication.
11. To carry out basic first aid and summon emergency services if required.
12. To promote equality as an integral part of the role and to treat everyone with dignity and respect.



13. To participate in the development of care plans.
14. Complete client contact and activity records and to be responsible for safe storage following GDPR guidance.
15. To report any concerns about abuse or the welfare or safety of a service user to the services manager.
16. Comply with all DDL Care Hub policies and procedures and those of other statutory and enforcing authorities (e.g., Fire, H&S, Protection of Vulnerable Adults)
17. To undertake other duties as required, under the direction of the line manager.

This list is not exhaustive, and the duties and responsibilities will vary from time to time according to the needs of the DDL Care Hub and the clients accessing the DDL Care Hub.

Continual Professional Development

- To participate in training and development appropriate to role including mandatory training.
- Ensure that knowledge base is kept up to date and have an awareness of legislation and other relevant updates.
- To be a positive role model with other colleagues in terms of your own continuous professional development.
- To participate in identifying Key performance indicators, a personal development plan, training, and supervision with the line manager.

Health and Safety

- To implement, operate and maintain safe systems of work in accordance with DDL Care Hub policies, procedures and guidance, training, and associated risk assessments.
- To report to your line manager any situations or issues for concern relating to significant foreseeable risks, incidents (including near misses) and/or accidents which give cause for concern in relation to safe systems of work (affecting your own health & Safety or that of others affected by your work activities).
- To comply with the Health & Safety at Work Act 1974 and with DDL Care Hub policy, paying particular attention to the reporting of dangerous situations.
- To acknowledge own level of responsibility regarding Health & Safety.
- To be responsible for own housekeeping and cleanliness including communal areas.

General

- To be committed to safeguarding and promoting the welfare of our clients.
- Be familiar with the aims and objectives of DDL Care Hub.
- To accept that adaptability is essential and that the needs of the clients come first.



- To treat all clients and people with care need with respect and sensitivity, recognising the need for confidentiality in the management and sharing of information at all times.
- To respect the personal choice lifestyles of colleagues, clients, and volunteers, ensuring that equal opportunities principle is always applied.
- To comply with the National Health and Social Care Standards, the Scottish Social Services Council's Codes of Practice and DDL Care Hub's policies and procedures.
- To undertake any other duties that may be considered commensurate with the level of the post.

This job description is intended as a guide to the duties and responsibilities of the post and should not be regarded as a complete list of those requirements to be fulfilled under the written statement of the main terms and conditions of employment. The contents may be amended from time to time subject to the developing needs of the DDL Care Hub, although such amendments would occur following the appropriate consultation with the post holder.

DDL Care Hub Support Worker

Person specification

Skills	Essential	Desirable
SVQ3 in Social Services and Health Care – SCQF Level 7	●	
Previous experience of working with the elderly who may have Dementia or other neurological disabilities.		●
A positive attitude to older people and a commitment to provide stimulating quality activities.		●
Good communication skills	●	
Good standard of literacy skills able to complete monitoring forms and reports.	●	
Ability to work in a group setting as well as on an individual basis.		●
Ability to assist in organising activities or rehab support	●	
Basic knowledge of IT skills		●
Ability to work within a small team to promote harmonious working relationships.		●
Experience assisting with risk assessments and developing care plans		●
Experience assisting the minibus driver collecting clients from their home addresses and returning them safely back home at the end of the day.		●