

## JOB DESCRIPTION

### Young People's Worker Disability



#### JOB PURPOSE

To provide needs-led, person-centred support to children, young people with complex physical, learning and emotional needs and their families.

#### PRINCIPAL ACCOUNTABILITIES

- Assist in the assessment, planning, delivery and evaluation of services.
- Develop positive working relationships with children based on meaningful partnerships to effect positive changes in social emotional behaviour.
- Provide ordinary living experiences to promote development for children/young people and their families.
- Provide personal care and a safe, clean environment to children/young people to ensure their physical comfort, health and well being.
- May act as key worker to provide a consistent point of contact for a nominated child/young person and/or their families.
- Work in partnership with families and carers to promote change that will lead to better outcomes for young people.
- Develop professional relationships with a wide variety of other organisations to work together to meet the needs of the young person.
- Contribute to reports and maintain accurate records.
- Administration and recording of medication including in emergency situations.

#### Quantifiable responsibilities

- Accountable for petty cash transactions and account for petty cash at handover.

#### SCOPE OF PLANNING AND ORGANISATION

The post holder reports to the Service Manager.

Work is allocated by the line manager.

The post holder is expected to deal with the day-to-day case management and will update the line manager accordingly, referring the more serious issues to a senior member of the staff team.

The post holder will be involved in lone working with service users off-site. This may be in service users' homes or undertaking tasks in another setting.

If acting as key worker then planning will happen for the young person over a monthly/quarterly cycle.

Guidance is available as required and work will be undertaken in the context of agreed policies and protocols and methodologies.

Approaches should be developed in a way that enables the young person to take as much responsibility as they can.

### **SCOPE OF JUDGEMENT AND DECISION MAKING**

The post holder works with a range of interventions and practices which are well established. They do require to exercise judgement about how individual young people work and communicate and about how on a day-to-day basis they require to adapt plans and interventions. They will have access on site or by telephone to guidance and support as required.

### **RELATIONSHIPS**

#### **Internal**

- Direct contact with Service and Assistant Service Manager, co-workers and volunteers.
- Occasional contact with other Aberlour services and support function staff. Relationships are essentially within the service.
- May be required to mentor or provide day to day supervision to students and volunteers.
- May participate in regional or Aberlour wide working or discussion groups.
- All staff are expected to attend team meetings and keep up to date with changes at service and organisational level. This includes accessing work email accounts, Aberlour intranet sites and supporting our marketing & fundraising initiatives and social media channels to help promote Aberlour

#### **External**

- Will maintain contact with a number of organisations in the area.
- Promote and present the work of the service by distributing information and attending relevant events and meetings
- Act as an advocate on behalf of and with children in relation to any concerns they may have. This involves close working arrangements with other statutory and voluntary agencies.

- May require to participate in networks that relate to the development of professional practice.
- Work with Children and young people's families to implement their care plan.

## **QUALIFICATIONS**

A relevant professional qualification at level SCQF 7 or above (for example: SVQ3 Care plus an HNC)

or

Equivalent knowledge acquired by other means (this will not apply where there are externally specified qualifications for the post e.g. SSSC)

## **EXPERIENCE**

The post holder will have at least one years' experience of working with children or young people. Two years' experience of working with children on the Autistic Spectrum is desirable but not essential.

## **KNOWLEDGE/SKILLS**

The post holder must be able to demonstrate awareness of the key elements of working with people affected by disability and how the services are expected to benefit service users as well as an understanding of, and commitment to, young people's rights. Postholders are required to maintain their continued professional development.

### **Knowledge:**

- Anti-discriminatory practice
- Effects of trauma, deprivation and environment on young people
- Child care law and child protection
- Human and child development
- Children's rights and children's responsibilities
- Social care theory for practice
- Social policy and its application to social services provision

### **Skills:**

- Communication - listening, verbal, and written including reporting
- Proficient IT skills with a willingness to adopt and learn new technologies and systems – this includes communication, collaboration, recording and office applications. Training on specific systems will be provided.

### **Ability to**

- Contribute to assessing needs and planning services
- Manage aggressive and disturbed behaviour by promoting positive behaviour and by setting limits and boundaries

- Communicate effectively and engage with young people and their families, colleagues and external agencies
- Establish effective working relationships with external agencies and co-work as appropriate
- Initiate, engage in and promote meaningful activities for children and young people.

### **JOB CHALLENGES**

- Dealing with challenging behaviour and/or the intimate care needs of young people who have profound multiple impairments.
- Ensuring that the varied needs of the service users are addressed.
- Keeping abreast of changes in Social Care legislation and regulation.

### **Additional Information**

The post holder will be required to work shifts.