**Job Description**

***RESIDENTIAL CHILDCARE WORKER***

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| **Service:** | Fostering, Adoption and Residential | **Team:** | Residential Services | |
| **Location:** |  | | | |
| **Salary range:** |  | **Grade:** | | 6 |
| **Reports to:** | Management | **Staff responsible for:** | | N/A |

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| **Job Purpose** |
| **To provide support in a relevant professional area.**  Co-ordinate the provision of a support function or undertake a specialised activity.  Provide advice, assistance and support to young people.  Act as appropriate role model for young people and address any difficulties and help to achieve optimum potential.  Be aware of aims and objectives of LCC and area of work and work collaboratively with colleagues and others.  **Scope of Work**  Use practical and procedural knowledge and analytical and judgemental skills to interpret information or situations and solve varied problems.  Expected to make decisions as to when and how duties are carried out and respond independently to unanticipated problems or situations.  **Performance Indicators**  Completion of work to required standards, deadlines and timescales. **This includes Residential key work role task completion and meeting deadlines.** |
| **Accountabilities/Responsibilities** |
| |  | | --- | | * Allocated to work as part of a team and work towards a common goal. * Be accountable for expenditure, agreed budgets and practice with integrity * Oversee the administration of support systems such as service user's files and day to day running of logs. * Provide a service to young people that is in a fair and balanced way. * Maintain conduct of self and of colleagues. * Promote and ensure maintain good reputation of service and LCC. * Adhere to LCC policies and procedures within defined timescales. * Maintain appropriate routines, limits and boundaries towards young people. * Promote good relationship in team and encourage achievement. * Work in a positive, respectful and empowering way.   Additional Supporting Information-specific to post;   * To promote partnership with parents and carers as directed by the Children Act and other relevant legislation. * Meet the standards set out on Quality Care Standards. * To plan and prepare children and young people for admission to and discharge from residential care. * Support in advocating for their needs and wishes. * To work together with all relevant professionals and agencies in the assessment and implementation of plans to meet the needs of children and young people. * To prepare, implement and review programmes for individual children and young people and where appropriate assess and plan for young people to gain independence skills in the preparation for leaving care. * Support young people to participate in lifelong plans. * To assist children and young people to manage their behavioural difficulties or particular vulnerabilities. * Support and consistently apply strategies and work within Team Teach set guidelines. * To undertake relevant training underpinned by the service ideology and in meeting the mandatory training needs. * Commit to own self-development. * To attend and participate in staff meetings as required. * Make a positive contribution to meeting and contribute to the development of a good team. * To visit parental/carers home, school, colleges and other settings as required as part of keyworker role. * To support less experienced staff by offering advice, guidance and support. * To facilitate meetings as part of shift role with young people which allow them to have a say in the running of the home. * Promote choice and involvement, act as an advocate for young people. | |
| **Other** |
| * **Equal Opportunities**   We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.   * **Health and safety**   All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.   * **Customer Focused**   We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times. |
| **Our Values** |
| **We expect all our employees to demonstrate and promote our values:**   * **Supportive**   We are supportive of our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.   * **Innovative**   We deliver the best services we possibly can, always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focused on how we can deliver the best services now and in the future.   * **Respectful**   We treat colleagues, customers and partners with respect, listening to their views, empathising and valuing their diverse needs and perspectives, to be fair, open and honest in all that we do.   * **Collaborative**   We listen to, engage with, learn from and work with colleagues, partners and customers to help achieve the best outcomes for everyone. |

**Person Specification**

***RESIDENTIAL CHILDCARE WORKER***

All the following requirements are essential unless otherwise indicated by \*

Your ability to meet the job requirements will initially be assessed by the information provided on your application but further assessment will be undertaken at interview and, in some cases, by using other types of assessment(s).

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| **Qualifications** |
| * *4 A-C grades in GCSE mathematics and English or level 2 equivalent.* * *\* Level 3 to 5 in Health and Social Care working with Young People. (QCF) CQSW (Certificate of Qualification in Social Work) DipSW. (Diploma in Social Work) CSS(Certificate in Social Service) \** |
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| **Experience** |
| * Working with children. |
| * Experience in working with children and their families in a residential setting. |
| * Knowledge and understanding of the needs of children, particularly emotional and challenging behaviours. |
| * Knowledge of child development and associated needs, stages of development, childhood experiences, Trauma Informed. |
| * Knowledge of confidentiality. |
| * Extended experience or, the ability to demonstrate the competence to undertake the role. Passion, integrity and caring being key attributes. |
| * Ability to communicate effectively, both written and verbally, and use care planning systems efficiently. |
| * Ability to respond to challenging behaviour, whilst being confident and flexible in your approach. * Relevant IT skills to update and maintain daily logs and records. * Possession or, the ability to demonstrate the capability to gain relevant qualifications where applicable and, to share for use of self-development. * Working knowledge of the practices, processes and procedures relevant to the role. * Develop skills appropriate to the job discipline, experience of maintaining high quality of care. * Provide a caring, supportive and nurturing environment. * Experience on using own initiative where required. Being creative, using confidence and self-belief. * Decision making experience and use of various interpersonal skills used, patience and physical stamina. |
| **Essential knowledge, skills & abilities** |
| * Carry out tasks that may be reasonable assigned to you. |
| * Provide direct and practical support and advice to young people, families in residential and outreach service. |
| * Provide support and assistance to other agencies and LCC colleagues in the assessment, planning, delivery and evaluation of services to children and young people. |
| * To take responsibility for key working in a residential. Ensure care planning is followed and monitored for the key child. * To be involved in induction, mentoring and training of colleagues and have a commitment to self-development/career progression. |
| * To plan and organise and facilitate group activities and individual support for families, children and young people. Be ambitious, help them achieve their goals. |
| * To produce and maintain records on LCS (Integrated Children's System), support with case management in a simple way as possible. |
| * To work in a flexible manner as part of a team whilst working in partnership with other agencies. Ability to effectively interact, co-operate and achieve a shared goal. Be motivated and resilient. |
| * To attend and participate in meetings as appropriate and as directed by the Registered Manager and supervisor on duty. * To assess and review and evaluate care planning of young people on a regular basis and provide written and verbal reports as and when required. Always review and monitor care plans. * To assess and manage risks to self and others in line with LCC policy and protocol and Quality Care Standards, promote safe working practices in and out of work time. * To ensure young people are safeguarded and that this is regarded as a primary role and responsibility. Work in honesty, be reliable, show trustworthiness and report to management. * Provide a positive role model to team and young people and maintain high professional standards at all times. |
| **Other essential requirements** |
| * Commitment to equality and diversity. |
| * Commitment to health and safety. |
| * Display the LCC values and behaviours at all times and actively promote them in others. |
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