

## Job Description

### Support Worker for Registered Children's Homes

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At Next Step Independence we look for people who want to make a difference to the lives of children and young people.

We specialise in supporting children and young people who have experienced high levels of trauma, neglect, and crisis in their young lives, resulting in them experiencing complex challenges. This can often leave them feeling unsettled, scared and unwanted.

We aim to give our children and young people access to enriching and inspiring education and social opportunities. We want our children and young people to be able to play, learn and to have fun, to feel valued and loved and to grow in self-confidence.

### Our Requirements (E: Essential and D: Desirable)

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- Over the age of 21 (E)
- The right to work in the UK (E)
- Ability to travel and hold a clean driving license (E)
- Have use of vehicle with business insurance (E)
- NVQ Level 3 or QCF Level 4 in Health/ Social Care/ Youth Work/ Education (D)
- Enhanced portable DBS (D)

### Our Rewards

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- 28 days paid holiday.
- Induction Training and on-going personal development training including fully funded apprenticeship qualifications.
- Pension Scheme.
- Excellent career prospects.
- Paid overtime.
- Wellbeing and Mental Health benefits via an Employee Assistance Programme.
- Shopping discount card (Blue Light Card).
- Long Service Recognitions rewards.
- Company-wide events.
- Enhanced Maternity / Paternity / Adoption Leave (*\*subject to criteria*)

## The role

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The role is based in one of our Ofsted Registered Children's homes for children and young people aged between 8-18 years old. Each of our homes are staffed 24 hours a day and the role includes taking part in the 7-day a week rota system and sleep-ins. As part of a team, you will also assist with the running of the home and supporting our children and young people in their day-to-day activities.

## Responsibilities

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- To ensure the safety & wellbeing of the children and young people we work with and to ensure all safeguarding concerns are reported quickly and appropriately.
- To work within the company's policies and procedures including safeguarding and the home's Statement of Purpose.
- All staff must keep the welfare and safety of children/vulnerable adults as paramount in their working practice.
- To know the requirements of the Quality Standards and Children's Homes Regulations and to implement them within the residential setting.
- To participate in the day-to-day operation of the service provided in accordance with organisational guidelines and objectives and to create within our home a "normal" environment for our children and young people.
- To participate in delivering, reviewing and monitoring the objectives identified in our children and young people's care plans, behaviour management, education and health plans and in promoting positive outcomes to enable our children and young people to achieve their full potential.
- Develop and follow support plans and assessments. Contributing towards new assessments including risk assessments as required.
- To work directly with our children and young people to support them with the development of their personal, social, health and educational needs.
- To support and encourage our children and young people to identify and engage in a range of positive activities.
- To provide opportunities for our children and young people to increase their self-esteem and engagement within the community.
- Promoting anti-discriminatory practices and equal opportunity practices in accordance with The Equality Act 2010.
- To recognise everyone's strengths and then support them to identify and build on those strengths. This will involve identifying individual motivators and supporting the individual to maximise their potential.
- To advocate for our children and young people as appropriate, encourage our children and young people to advocate for themselves. Ensure that our children and young people can express their views, and are involved in the planning, delivery and evaluation of services.
- To act as a positive role model, recognising your own strengths, interests or activities that you enjoy engaging in.

# NEXT-STEP INDEPENDENCE

- To assist with the process of developing effective partnerships with parents, families and significant other agencies and to ensure that information is disseminated to the relevant party within appropriate timescales.
- To maintain effective working relationships with colleagues and the company's stakeholders.
- To support our children and young people in education.
- To undertake link working duties.
- To undertake whatever personal care is required in meeting the needs of our children and young people.
- To be aware of, familiar with and observe company guidelines on Health and Safety, Fire Safety procedures, Safe handling of medication and Food Hygiene.
- To undertake administrative work as directed by your line manager.
- To support young people to engage with appropriate professional organisations.
- Establish and maintain good relationships with local residents and the general community, including community groups, in order to create positive opportunities for our children and young people.
- To be an effective communicator, both verbally and in written form.
- To keep records up to date and write reports as required.
- To work with agreed approaches to positive behaviour management with an emphasis on de-escalation strategies.
- To attend all training sessions as directed by your line manager or other more senior members of staff.
- To take part in the staff rota, working at different times of the day including undertaking sleep-in duties at night. All staff are expected to show flexibility and help cover sickness, annual leave and other absences as required.
- To attend and to contribute to the development of the team through effective supervision, team meetings and training.
- To attend and actively engage in your own supervision & training sessions.
- To undertake any other duties as may be required by management. This will include domestic chores, routine maintenance and decoration of the home, day-to-day garden maintenance, although this list is not exhaustive.

## Special Conditions

- Willingness to enroll on to a relevant apprenticeship diploma to gain QCF qualification – an Ofsted requirement for all RCH staff within 2 years of joining
- Weekend, evening, night and bank holiday work is required on a rota basis within the shift pattern of the home.
- Subject to a 6-month probation period on appointment which is confirmed in writing and may be extended if necessary.
- To work in other homes within the organisation depending on operational requirements and must hold a full driving license (manual) and have access to their own car.
- To maintain confidentiality and observe data protection guidelines.

- To undergo an Enhanced Criminal Record, check every 3 years and to undergo whatever checks or registration requirements may be required from time to time by Ofsted and any other government agency or body governing the regulation of Children's Homes.

## Skills and qualifications

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(Essential) Experience of:

- Working in a residential setting.
- NVQ Level 3 /QCF level 4 qualification in Health/ Social Care/ Youth Work/ Education or be able to demonstrate skills and experience in a related field of work.
- Child Protection / Safeguarding / Health & Safety.
- Risk Assessment procedures.
- Remaining calm, while under pressure.

(Desirable) Knowledge around:

- The Children Act 1989 and the accompanying guidance and regulations (Vol.4 Residential Care), the Care Standards Act 2000 and the Children's Homes Regulations 2001.
- Knowledge of Substance Misuse / Mental Health issues / Self-harm and Child Sexual Exploitation.
- An interest in a particular activity (such as sport, cooking, etc.) and the ability to encourage our children and young people to engage in that activity.

(Essential) Understanding of:

- Current Influences and pressures on children and young people.
- Different behaviour management strategies.
- Child Development.

## Equality and Diversity

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Promote equality and value diversity by interpreting equality, diversity, and rights in accordance with legislation, policies and procedures and relevant standards.

Identify patterns of discrimination and take actions to overcome this and enable others to promote quality and diversity and a non-discriminatory culture that supports people in exercising their rights.

## Safe Recruitment

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At Next Step Independence we are committed to safeguarding and promoting the welfare of our children and young people in our homes and teams across the whole organisation. We apply robust safer recruitment and selection procedures aligned to Ofsted's regulations, to ensure that the people selected are right for the job, and that all candidates are appropriately screened prior to appointment.