

<b>Senior Residential Care Worker</b>	
<b>Division / Function:</b> NAS	<b>Reports To:</b> Head of Care/Team Leader
<b>Why</b>	<p>The people we work with want to be supported to do the things they want to do; This role provides this support. Either by working as part of a team or on a one to one basis, the post holder supports the individual with autism to live the life they choose. This could either be in an NAS school, a registered home, a supported living scheme, a day center or in the community.</p>
<b>What</b>	<p><b>Principle Accountabilities:</b></p> <p><b>Life Opportunities and community presence:</b></p> <ul style="list-style-type: none"> <li>• Actively support the people we work with to experience life opportunities which promote maximising potential and fulfilling their dreams.</li> <li>• Enable community presence and participation as desired by the individual being supported</li> <li>• Ensure the people we work with are supported to access person- led chosen activities and opportunities which result in measurable outcomes and achievements for the individual</li> <li>• Assist in designing individualized program of leisure, education and social opportunities</li> <li>• Comply with guidelines in developing, designing, implementing and reviewing individualized support and care plans</li> </ul> <p><b>Support and Care:</b></p> <ul style="list-style-type: none"> <li>• assist in the assessment of individuals with autism to enable them to develop talents and ensure needs or difficulties are identified to meet their full potential.</li> <li>• maintain regular and appropriate records and reports as directed, eg incident reports.</li> <li>• Provide required support to the individual with autism which ensures the maintenance of an environment which is as safe and hygienic as possible and appropriate to their needs</li> <li>• apply appropriate agreed Intervention as specified in support care plans, and procedure technique/s, for the protection &amp; safety of the individual with autism, others &amp; environment.</li> <li>• support the individual with autism to access health services appropriate to their needs as specified in their care plan.</li> <li>• participate in all meetings as required and make a positive contribution to them.</li> <li>• ensure good working relationships with parents, family and other professionals involved in the individual with autism’s care and promote team working and good working relationships with colleagues.</li> </ul>

**Training and Development:**

- Complete Level 3 residential childcare award. Course to be started within 3 months of starting and completed within 18 months.
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- Commit to undertake training in autism and all training relevant to the post.
- practical demonstration on an ongoing basis to reflective learning and blended learning and any other training requirements for the role both statutory and in-house requirements
- To actively contribute and maximize the supervision, appraisal and personal development experience.
- To maintain Continuous Personal Development in line with statutory registration requirements and internal CPD.

**Finances and Resources:**

- To follow all rules, direction and guidelines pertaining to internal Finance policies and procedures.
- To be aware of and appropriately report any discrepancies relating to finances and resources of individuals with autism and the organisation.

**Quality:**

- To be aware of the role of the relevant care regulatory body or OFSTED (schools) and national minimum care standards or any other statutory requirement standard (as is required for the work setting and to participate in meeting all required standards in accordance with legislative requirements.
- Maintain an overall awareness of current issues and developments in the field of autism
- Comply with safeguarding requirements
- Under the provisions contained in the Health and Safety at Work Act 1974, it is the duty of every employee to:
  - Take reasonable care of themselves and others at work
  - To co-operate with the NAS as far as is necessary to enable them to carry out their legal duty.
  - Not to intentionally or recklessly interfere with anything provided including personal protective equipment for health and safety or welfare at work

**Equal Opportunities:**

The NAS is committed to anti-discriminatory policies and practices and it is essential that the post holder is willing to make a positive contribution to their promotion and implementation.

Job Descriptions only reflect 80% of a role, and are not an exhaustive list of duties. You are expected to carry out other activities that are within the scope of the role.

**How**

**I am committed to making a difference**

I commit to NAS aims, objectives and values. I display a positive approach in the way I work and contribute to the wider needs of the organisation and its stakeholders either directly or indirectly. At work I overcome difficulties, setbacks and pressure, to get things done because I understand

<p>the impact of autism. I recognise and encourage commitment in others.</p>
<p><b>I maximise quality of life for the people we support</b> I work with key people to protect and further the interests of individuals with autism. I engage and facilitate people with autism to enhance and promote their independence and quality of life. I use SPELL consistently to create structure, predictability and bring about positive engagement. Using a person centred approach and appropriate communication; I create positive experiences, opportunities for individuals to develop.</p>
<p><b>I gather and share knowledge</b> I seek and use information, knowledge and experience and create opportunities to share this with others. I look for new developments and keep up to date with issues which impact my work. I interpret, distil and disseminate information, in and outside the NAS, for the benefit of people with autism and other stakeholders. I manage and protect others' personal information professionally.</p>
<p><b>I communicate effectively</b> I use appropriate methods, styles and language to communicate to different audiences. I communicate succinctly using clear language. I listen and take account of others' views and needs. I show understanding and use logic to communicate. I check that others have received and understood the intended message.</p>
<p><b>I adapt to changing priorities</b> I adopt a flexible, proactive approach to get the job done. I am responsive to change and recognise when tasks are urgent and/or important, taking appropriate action. I prioritise activities and know when to say 'no'. I deal positively with last minute changes and interruptions. I look for practical solutions and know when to find different ways to achieve an objective.</p>
<p><b>I achieve professional standards</b> I comply with legislation, regulatory standards, NAS policies and procedures and quality standards. I know where to find copies and where to get advice on them. I work in a systematic, organised and methodical way. I accurately record, monitor and use data in accordance with laid down policies and procedures. I use my time and resources safely and efficiently.</p>
<p><b>I cooperate with others to work safely</b> I understand the health and safety risks associated with my job and work responsibly with others to reduce them. I have a positive attitude to safety that causes me to care about the wellbeing of others as well as myself</p>

<b>Person Specification</b>	<b>Criteria which will be used in shortlisting and selecting candidates:</b>	
	<u>Skills/ Abilities</u>	
	<ul style="list-style-type: none"> <li>• To have enthusiasm and a positive attitude towards supporting people with autism to lead independent and fulfilling lives</li> <li>• Ability to communicate effectively and sensitively with different people using a variety of appropriate methods, including a good standard of written and spoken English</li> <li>• Ability to report and record accurately</li> <li>• Ability to form and maintain effective working relationships as part of a team</li> <li>• Ability to work using own initiative where required</li> <li>• Ability to be patient, caring and sensitive</li> <li>• Ability to be flexible and adapt to the changing needs and wants of individuals we support</li> <li>• To share interests with the people we support</li> <li>• Ability to liaise and work closely with other professionals</li> <li>• A commitment to equal opportunities and anti-discriminatory practice</li> </ul>	
<u>Knowledge</u>		
<ul style="list-style-type: none"> <li>• An interest in and a basic understanding of autism</li> <li>• An understanding of the principles of Health and Safety</li> <li>• An understanding of the rights of the people we support and the duties of staff within individuals homes (desirable)</li> <li>• An awareness of vulnerable adults and young people’s safeguarding issues and legislation (desirable)</li> <li>• Knowledge of PECS and other communication systems (desirable)</li> </ul>		
<u>Experience</u>		
<ul style="list-style-type: none"> <li>• Previous experience of supporting/ caring for others in a voluntary or paid capacity (desirable)</li> <li>• Experience of supporting people with learning disabilities within a residential or outreach setting (desirable)</li> <li>• Experience of working with people with autistic spectrum disorders (desirable)</li> </ul>		
<u>Education &amp; Certification</u>		
<ul style="list-style-type: none"> <li>• To have or be willing to work towards a Level 3 Award in Health and Social Care or equivalent</li> <li>• Full driving license (desirable)</li> </ul>		
<b>Context</b>	<b>The people you’ll be working with</b>	
	<b>Internal</b> <ul style="list-style-type: none"> <li>• Area Manager</li> <li>• Managers</li> <li>• Senior Support Workers</li> <li>• Team Leaders</li> <li>• Support Workers</li> <li>• Admin Staff</li> </ul>	<b>External</b> <ul style="list-style-type: none"> <li>• Professionals</li> <li>• Parents/Carers</li> <li>• Community</li> </ul>
	<b>Environment</b>	Work: Across the Service

		<p>Travel: Within service area to people's homes/ activities as required</p> <p>Hours: Varied shifts including evenings, weekends, public holidays and waking nights and/or sleep in duties as required on a adhoc basis</p>
	<b>Scope</b>	<p>Financial: May have responsibility for monies of people we support</p> <p>Staff: None</p> <p>Resources: Administrative equipment</p>
	<b>Safeguarding Responsibilities</b>	<p>The NAS is committed to safeguarding and promoting the welfare of all children and adults who use our services and as such expects all staff and volunteers to share this commitment.</p>
<b>Position</b>	<b>Job Family:</b> Autism Specialist	<b>Grade:</b> 2
	<b>Date Established:</b>	<b>Date Reviewed:</b> January 2022