



## Job Profile and Working for Stockport



### Stockport

to keep the people of Stockport at the heart of what we do.

### Team

to succeed as a team, collaborating with colleagues and partners.

### Ambition

to drive things forward with ambition, creativity and confidence.

### Respect

to value and respect our colleagues, partners and customers.

## Our Council

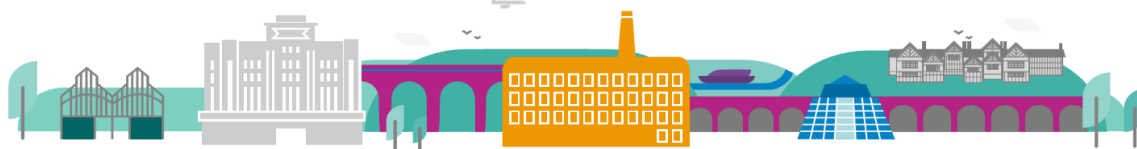
Our workers are our **greatest asset**. We're proud of the way we provide vital frontline services every day and work together, as **one team**.

Our 4 **core values** as shown above, run through everything that we do, and we aim to stay **true** to them regardless of the challenges that we may face.

To **support** our values, we have policies, guidance and procedures around health, safety and welfare, customer care, emergency planning and security that all our **colleagues** are adhering and working to.

We also **pride** ourselves on our commitment to wellbeing and inclusivity of our colleagues and residents.

You can find out more about working for Stockport Council and some of the benefits that we offer our workers at <https://greater.jobs/locations/stockport/>



## About the Job

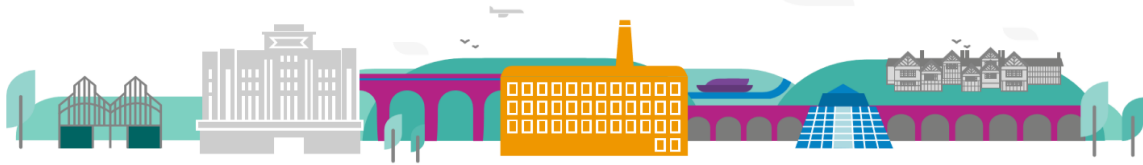
<b>Role:</b>	Casual Support Worker
<b>Service Area:</b>	Learning Disability Provider Service
<b>Directorate:</b>	Services to People - Adults
<b>Salary Grade:</b>	Scale 4 - Spinal Column Point 11

### Main Purpose of the Job

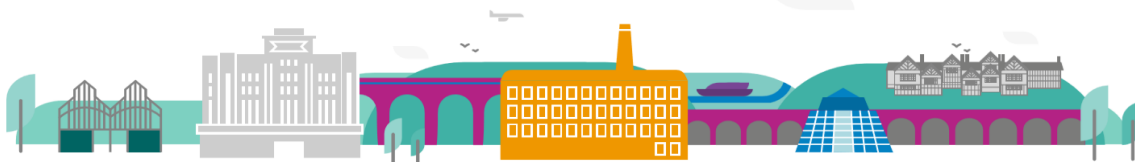
- To provide physical, practical and emotional support to people who have learning disabilities in day to day living and self-care, whilst protecting their rights as an adult.
- To provide person centred services that ensures that individuals have the opportunity to achieve their ambitions and aspirations in the community where they live.
- To value people as individuals and treat them with respect.
- To provide support and encouragement to people with learning disabilities who live in their own homes, or who are preparing to do so. Work will be with individuals and /or groups of people, with the objective of assisting them to create and maintain a personal and valued lifestyle in accordance with their wishes and within available resources.
- To achieve positive outcomes by promoting inclusion informed choice and rights to people who use the service in all aspects of their lives.
- To attend to personal needs and follow support plans for people who use the service, including personal care and manual handling. Supporting people with other aspects of their life including leisure and domestic tasks, budgeting and medication/health issues. Whilst on duty the support worker is responsible for ensuring the appropriate action is taken regarding property issues, general maintenance, health and safety and risk management. To work with other professionals, health staff and other stakeholders, families and carers.
- To undertake all essential duties to ensure the person who is supported remains safe and well

### Key Responsibilities

- To support people to maintain and develop relationships
- To encourage people to become active and valued members of their community
- To assist individuals to maintain control over their own life according to their abilities, including assistance with finances, cooking, eating, personal hygiene, personal care etc
- Provide personal care as required



- Encourage individuals to use their right to make informed choices and express their individuality.
- Encourage people to do things on their own and to build their confidence and support people to experience new opportunities
- Encourage individuals to get to know their local area and the resources and facilities available within it
- Encourage and support people to develop and grow, to gain confidence and esteem
- Encourage people to do things to the best of their abilities.
- To administer (or assist with) medication in accordance with instructions from medical practitioners, keeping records as required
- To support individuals in making their views known, including speaking/acting on their behalf if required including how to complain
- To maintain records of work undertaken with individuals accurately and in a timely manner.
- To maintain financial records in accordance with guidelines/policies
- Support people with complex and challenging behaviour in a consistent and caring manner and explore/discuss reasons for behaviour including the immediate trigger and develop appropriate strategies
- To work flexibly and safely in the interests of the service. This may include undertaking other duties provided that these are appropriate to the worker's background, skills and abilities. Where this occurs, there will be consultation with the worker, and any necessary personal development will be taken into account. All duties must be carried out to comply with:
  - a. The Health and Safety at Work Act
  - b. Acts of Parliament, Statutory Instruments and Regulations and other legal requirements
  - c. Nationally agreed codes of practice where relevant
  - d. Nationally and locally agreed policies and procedures
- To use safety aids/adaptations and equipment provided and to acquire skills to advise the service user and their informal carers in the correct use
- To report any accident or incident to a Manager/SWS in a timely manner and complete appropriate documentation
- Take Responsibility for living environment including taking appropriate action with regard to repairs and maintenance, maintain cleanliness and hygiene of property and



conduct Health and Safety checks at frequency required by a manager, for example Fire Drills, Water Temperature

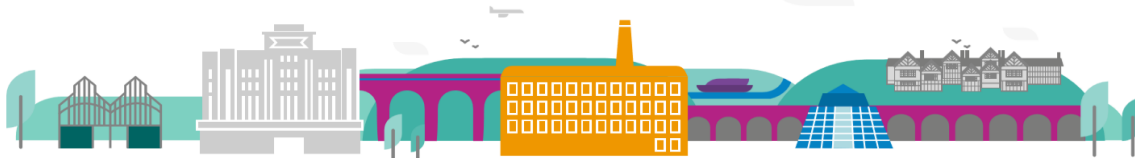
#### Other Duties

- To provide support as required by individuals and the service in a variety of different environments
- Ability to work sleep-ins, weekends working, and waking nights
- To support your Professional development by participating in supervision and training programmes.
- To support the individual by completing records and reports as required by the service
- To work flexibly and safely in the interests of the service. This may include undertaking other duties from time to time that are not specifically identified in this document, provided that these are appropriate to the workers background, skills and abilities.
- To carry out other duties within the policies and procedures of the service as designated by the Head of Service.
- To work positively and inclusively with colleagues and customers so that the Council provides a workplace to deliver a service that does not discriminate against people on the grounds of their age, disability, gender reassignment, marriage, civil partnership, pregnancy, maternity, race, religion, belief, sex, or sexual orientation.
- To fulfil personal requirements, where appropriate, with regards to Council policies and procedures, standards of attendance, health, safety and welfare, customer care, emergency, evacuation, security and promotion of the Council's priorities.

#### **Additional Information**

The responsibilities set out in this document, in the advert and any additional information are intended to provide a flavour of the work you will carry out. It is not possible to include everything you will be asked to undertake, and we expect all colleagues to work flexibly according to business needs and to enhance your own development. Your skills, abilities and training needs will be taken into account and discussed with you when any significant changes to your role are needed. In line with our flexible approach, you may be required to work from home for a proportion of your time or from any of the Council's sites across the borough.

The Council is an inclusive employer and holds the Disability Confident and Armed Forces Covenant accreditations. If you have a disability, we will support you by implementing reasonable adjustments to enable you to perform your role.



## About You

Please use your application to tell us how well you meet the criteria listed below as these are the key skills, experience, technical expertise and qualifications needed to be successful in the role. We will then use all the information you provide in your application to help us decide whether you are shortlisted for interview. Any interview questions or additional assessments such as tests or presentations may also be broadly based on these criteria:

- Working to the Council's values and behaviours by:
  - Keeping the people of **Stockport** at the heart of what we do
  - Succeeding as a **team**, collaborating with colleagues and partners
  - Driving things forward with **ambition**, creativity and confidence
  - Showing value and **respect** to our colleagues, partners and customers.
- Physically capable of manual handling and the ability to support people with personal care tasks
- Ability to work on your own initiative and be able to handle difficult situations with no supervision
- Ability to work in a team effectively
- To enable and encourage service users to live as independently as possible, not 'doing for' the user but 'doing with' the user
- To be competent in basic numerical and written skills including the documentation of diaries and finance records
- Ability to communicate with a diverse range of people using a range of methods.
- Understands and actively supports Stockport Council's diversity and equality policy.
- We are unable to offer sponsorship for applicants to this role