

Job Description and Person Specification Profile

Job Title	Employment Support Worker
Job ID	J23A
Service	Routes to Work, Economy, Employment & Skills
Grade	E
Reporting to	Lead Employment Officer, Joanne Spurgeon

The Role

This role will support residents engaging with the Routes to Work Supported Employment service, who have disabilities and EHCPs (Education Health and Care Plans), to complete agreed actions to help them progress towards their employment aims, under the direction from the Employment Officer.

We need someone who is flexible, willing to support colleagues and residents, has the ability to maintain high standards of work with minimal supervision and are committed to achieving inclusivity in the workplace.

As an Employment Support Worker you will be part of a team making a real difference to people's lives. We are looking for passionate, and committed individuals who are able to engage with Tameside residents with disabilities, health restrictions and neurodiversities in addition to working in partnership with Parent/carers, and the wider network of support organisations.

Working hours may require some flexibility depending on the needs of the residents who you are working with. You will be busy but it's a great chance to develop your experience delivering front line support; you will be able to increase your skills fast. We have a strong track record of development and progression within our team.

We encourage applications from all backgrounds, including those with lived experience of disabilities and/or neurodiversity.

This post is a designated customer facing role under the fluency duty and requires a specified level of spoken English in the person specification.

This post is subject to an enhanced DBS disclosure

For an informal discussion about the role including flexible working please contact Joanne Spurgeon on 07970 753823

Main Duties and Responsibilities include:

- Under the direction of the Lead Employment Officer, support individuals to achieve agreed actions to help them progress towards employment
- Source and maintain volunteer placements, ensuring risk assessments are completed
- Deliver travel training to individuals
- Provide practical and emotional support and advice to residents

The duties may vary from time to time without changing the nature of the post or the level of responsibility, and the post holder may also be required to carry out any other duties appropriate to the grading of the post.

About You

Your essential qualifications

- Functional Maths and English

Your essential skills, knowledge and experience

- Understanding of the barriers disabled people face when accessing employment
- Experience providing support to people with a learning disability and/or Autism.
- Ability to participate in training events and apply learning practice.
- Experience working with or supporting people with disabilities, whether in a professional, voluntary, or personal capacity
- Liaison with professional agencies/organisations
- Working within care plans or service plans
- Ability to communicate with service users/carers and other workers
- Ability to offer personal and practical assistance in a sensitive way, with consideration being given to empathy and cultural awareness
- Ability to encourage, motivate and support people
- Ability to work independently in the workplace and manage own time

- Knowledge of Anti-discriminatory practice

If you have the following experience or qualifications – then that's great!

- Trained in Systematic Instruction / Supported Employment Techniques.
- Driving licence and use of car

- Knowledge of employment & welfare rights legislation

Our employees' skills, experience and knowledge are essential to our success along with their happiness, commitment, enthusiasm and motivation to be the best they can be.

What can you expect from us?

- A fair salary and benefits
- Opportunities for good health and wellbeing
- Help you to grow, develop and to do your best
- Enable you to be creative and innovative
- Fully involve you in changes that affect you and your work
- Listen, and act on your ideas and feedback

Working together, we are proud to work for Tameside

Our **STRIVE** values underpin our practice and behaviours and are at the heart of everything that we do:

