



Your job

Job Title: Shift Leader

Service: Adults Social Care and Health

Grade: G7

Reporting to: Registered Manager

Hardybutts is a service which provides support to individuals with mental health needs. The service provides support 24 hours a day ,7 days a week using an asset-based approach. The aim of the service is a recovery and reablement focus to support individuals to restore and develop skills and successfully live safely within their community.

You will be part of the team supporting people with programmes of reablement to lead full and purposeful lives, with increased confidence and self-esteem. You will work closely with a range of partners to support people with their health and wellbeing, lifestyles, daily living and developing links within their local community.

You will support the Team Manager by providing effective leadership ensuring high quality service provision on a day to day basis through the direct line management of a team of support workers and to support and develop a highly skilled, competent and committed workforce.

You will actively encourage and support tenants to engage in their recovery, whilst also developing and maintaining links with families, friends and local community.

You will support the monitoring of service quality ensuring that all regulatory and best practice standards are met, contributing and developing quality assurance systems as required.

You will ensure that tenants remain safe by identifying appropriate positive risk management plans and collaborating with other professionals.

Mandatory Statement

The Council is committed to complying with European General Data Protection regulations (UKGDPR) and meeting the requirements of the Information Commissioner's office (regulating data protection compliance in the UK). It is your responsibility to ensure that the work you undertake is compliant with the General Data Protection regulations.

Wigan Council is an active, strong, and committed corporate parent. As a priority, all employees have a responsibility towards the children we look after and care leavers, not just those employed by the Children's Directorate.

In this job you will:

In the next 12 months, you will :

- Collaborate with the locality social work teams in identifying and reviewing individual care plans.
- Support the manager in transforming Hardybutts mental health service and align with Brookfield mental health service.
- Support the manager in a project of providing the deal for health and social care to the support worker team at Hardybutts.
- Be responsible for the induction of the workforce at Hardybutts.

On an ongoing basis you will:

- Update individual support plans and other relevant documentation, including risk assessments as and when required.
- Support individuals to receive the correct prescribed medication as directed.
- Safeguard customers from abuse and maintain support in accordance with The Wigan Council's Safeguard Policy.
- Respond to incidents and emergencies.
- Develop and embrace new ways of working to improve the service.
- Ensure support offered to individuals is in accordance with health and safety guidelines and appropriate policies and procedures.
- Liaise with other agencies and professionals such as social workers and health professionals on a daily basis.

- Deliver high standards of quality support and understand the requirements and legislation as identified by the Statutory Bodies and quality performance management.
- In the absence of the Registered Manager be responsible for ensuring delivery of services.
- Support the Registered Manager to maintain effective budgets, address reductions and meet savings targets effectively.
- Be able to work evenings and weekends including an on-call systems.
- Ensure you operate within GDPR guidelines by regularly reviewing data held and destroying information in line with retention schedules.

In this job you will need:

You must be able to demonstrate the following essential requirements:

- Relevant professional qualification or willing to work towards within an agreed timescale or comparable level of experience relevant to the job.
- Excellent communication skills, both oral and written and be able to effectively communicate information.
- Motivation, enthusiasm and have the ability to lead the team with the support of the Registered Manager.
- A solution focus approach and able to work in a busy environment and be able respond calmly in crisis situations.
- Excellent abilities to understand individual's needs achieve identified outcomes and come up with innovative solutions.
- Effective interpersonal skills with individuals, families and other professional colleagues to establish and maintain trust.
- An understanding of mental health with a passion for supporting individuals emotionally and psychologically whilst applying a person-centred approach.
- The ability to work on your own and as part of a team and deliver best practice.
- Good knowledge and understanding of quality performance framework, current legislation and best practice.
- Experience of effective leadership including line management responsibility for staff.
- An ability to effectively develop, manage and monitor budgets and other resources.

Our Culture

For us, it's not just about all we achieve as an organisation, but how we do it. Therefore, all employees are expected to display our **TeamWigan** behaviours.

Be Positive	“ Take pride in all that you do and support and develop yourself and others. ”
Be Accountable	“ Be responsible for making things better, enabling change and supporting improvement. ”
Be Courageous	“ Be open to doing things differently and working collaboratively with others. ”
Be Kind	“ Be helpful, generous and thoughtful towards yourself and others. ”