

**JOB DESCRIPTION: RESIDENTIAL CARE WORKER (RCW)**

(Includes Bank Workers)

**RESPONSIBLE TO:**  Senior Residential Care Worker/Deputy Manager/

Registered Manager

**JOB SUMMARRY:** To provide quality care for a group of vulnerable

Young people with Social emotional and mental health

Difficulties within an OFSTED registered residential

Home.

**HOURS OF WORK:** Working a two-week rolling rota, this will involve

Working 5 days one week and 2 days the following by

Arrangement with the registered manager. You will be

Expected to undertake sleep in’s which will be shared

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| **Duties and Responsibilities** |

Between the team.

1. Working under the direction of the Senior Residential Care Worker actively contribute to the provision of quality care. You will be expected to promote the health, welfare, education and development of young people. As a staff member you will promote a coherent ethos of care consistent with the overall culture of Harmony CRH and the statement of purpose for the home.
2. To work as part of a care team, which can include supporting both in formal education settings and informal education as part of the curriculum.
3. To contribute towards the maintenance of a positive safe and homely environment, including the promotion of a warm and accepting atmosphere where the safety and care of young people is paramount. Working with the Senior Residential Care Worker/Deputy Manager/Registered Manager to ensure proper and appropriate nurturing for all young people with attention to the provision of primary care in matters of food, health, clothing and environment.
4. As instructed by the Senior Residential Care Worker/Deputy manager and/or the Registered Manager you will work proactively with the team by following the daily routine and agreed structures of the house, to include for example day to day parenting responsibilities, undertaking daily household responsibilities such as domestic chores, cooking, shopping, taking young people to appointments/meetings, planning out the day and participation in activities with the young people and supporting in homework. You will be required to have good communication skills (written and verbal) the position involves being able to write logs, reports and daily records etc.
5. To build positive and appropriate working relationships with the young people, ensuring adherence to boundaries and consistency of care practice.
6. To support young people with after school clubs, homework and specific assessed leisure time activities e.g. hobbies and interests.
7. To work in partnership with parents, social workers, agencies and other professionals linked to the young persons care plan to effectively fulfil the responsibility of parenting the young people, ensuring the maintenance of family contact where appropriate.
8. As directed by the Senior Residential Care Worker/Deputy Manager and/or the Registered Manager, undertake keyworker responsibility for individual young people in the house focusing on the specific needs identified in the care plan for the young person. Contribute to the writing of the care plan and other plans, implementing and monitoring progress.
9. To follow and act in accordance with all relevant aspects of legislation, regulations - including the quality care standards, the company’s policies and procedures. Ensure own understanding of how such issues are interpreted and followed in practice keeping up to date with changes.
10. To work collectively with team members in using effective care practice, de-escalating and diversionary strategies and recognised techniques to manage young people who exhibit challenging, threatening and confrontational behaviour. Consistently act in accordance with company Positive Relationship Policy (Previously Known as the Behaviour Management Policy) and ensure appropriate recording of incidents.
11. Working in conjunction with team members ensure the creation and maintenance of a culture which shows in practice and knowledge an understanding of the differing cultural, racial and religious needs of young people. Work constructively to enhance the positive value of working with difference to challenge attitudes and practice, which are inappropriate or unacceptable within the ethos of the home.
12. Undertake appropriate training, including induction and all regulatory and mandatory training for the home including training as specified by the Senior Residential Care Worker/Deputy Manager and/or the Registered Manager. If you do not already hold the Level 3 Diploma Residential Childcare or equivalent. You will be expected to achieve this qualification within 2 years.
13. To fully abide by and follow the company’s Health and Safety policies and procedures to ensure safe and effective working practices for the staff, young people and people visiting the premises.
14. Take responsibility for a designated area of work, practice development as directed by the Registered Manager.
15. In conjunction with the Registered Manager and team, develop a positive public profile of the service ensuring good communication, relationships and that staff represent the service in a professional way.
16. To carry out any other appropriate duties as directed by the Registered Manager and/or the Senior Residential Care Worker.
17. To participate in one to one supervision with Senior Residential Care Worker and/or Registered Manager.
18. To complete the required daily paperwork and reports that are required to be completed and any other paperwork as directed by the Senior Residential Care Worker/ Deputy Manager and/or the Registered Manager.

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| **Knowledge and Experience** |

1. Working Knowledge of young people and child development developed through working directly with young people.
2. An understanding of current legislation
3. An understanding of the principles underpinning the regulations including the quality care standards.
4. An awareness of group dynamics.
5. An understanding of the social, emotional, educational, cultural religious and recreational needs of young people

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| **Skills and Abilities** |

1. Able to effectively use a range of strategies in dealing with confrontational or challenging behaviour from the young people including de-escalating and approved hold techniques.
2. Able to engage appropriately with young people and develop rapport. Able to engage in a variety of activities to develop and sustain appropriate relationships with young people. Ability to manage personal and professional boundaries maintaining appropriate relationships with staff and young people. Able to form and sustain positive and professional working relationships
3. Able to take direction and work effectively and cooperatively as a member of the team. Able to use initiative and work autonomously within the boundaries of the role Able to organise and prioritise own work.
4. Ability to cope with the pressure of a residential care setting. Able to demonstrate a genuine desire and interest in working with challenging young people. Able to demonstrate consistency of approach in dealing with a range of young people. Able to handle own emotions and feelings, without over empathising with the young person.
5. Committed to anti-discriminatory practice and anti-oppressive approach and able to translate this attitude into practice.
6. Hold a current full driving licence and prepared to drive as part of the work.



**PERSON SPECIFICATION**

**RESIDENTIAL CARE WORKER – ALTERNATE TWO WEEK SHIFT PATTERN**

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| **Education /Qualifications** | **Essential** | **Desirable** | **Method of Assessment** |
| QCF/NVQ 3 in Children and young people or equivalent  From April 2016, it is a requirement to holds a QCF Level 3, CYP qualification to work in residential childcare. It will therefore be essential criteria for the job, the company will sponsor you to achieve this qualification |  |  | Application Form Certificate |
| **Knowledge and Experience** | **Essential** | **Desirable** | **Method of Assessment** |
| Experience with young people either paid or voluntary |  |  | Application Form  Selection Process |
| Working Knowledge of young people and child development developed through working directly with young people |  |  | Application Form  Selection Process |
| Experience of working with young people in a residential care setting |  |  | Application Form  Selection Process |
| Experience of working with young people with emotional and behavioural difficulties |  |  | Application Form  Selection Process |
| An understanding of current legislation |  |  | Application Form  Selection Process |
| An understanding of the principles underpinning The regulations including the quality care standards |  |  | Application Form  Selection Process |
| An awareness of group dynamics |  |  | Application Form  Selection Process |
| An understanding of the social, emotional, educational, cultural religious and recreational needs of young people |  |  | Selection Process |
| **Skills and abilities** | **Essential** | **Desirable** | **Method of Assessment** |
| Able to engage appropriately with young people and develop rapport |  |  | Whole Process |
| Able to recognise conflict and challenging behaviour situations with young people |  |  | Selection Process |
| Able to effectively use a range of strategies in dealing with confrontational or challenging behaviour from the young people including de-escalating and approved hold techniques |  |  | Selection Process |
| Able to engage in a variety of activities to develop and sustain appropriate relationships with young people |  |  | Application Form  Selection Process |
| Ability to manage personal and professional boundaries maintaining appropriate relationships with staff and young people |  |  | Selection Process |
| Good communication skills (written and verbal) the position involves being able to write logs, reports and daily records. |  |  | Application form  Whole Process |
| Able to use the computer and Microsoft packages to produce correspondence, reports and undertake e-learning |  |  | Application Form  Selection Process |
| Able to form and sustain positive and professional working relationships |  |  | Selection Process |
| Able to take direction and work effectively and cooperatively as a member of the team |  |  | Selection Process |
| Able to use initiative and work autonomously within the boundaries of the role |  |  | Selection Process |
| Able to organise and prioritise own work |  |  | Selection Process |
| Ability to cope with the pressure of a residential care setting |  |  | Selection Process |
| Able to demonstrate a genuine desire and interest in working with challenging young people |  |  | Selection Process |
| Able to demonstrate consistency of approach in dealing with a range of young people. |  |  | Selection Process |
| Able to handle own emotions and feelings, without over empathising with the young person. |  |  | Selection Process |
| Ability to understand the differing dynamics and distinguish between the differing needs of the individual and the group |  |  | Application Form  Selection Process |
| Able and willing to undertake all tasks associated with parenting a young person |  |  | Application Form  Selection Process |
| Able to demonstrate good parenting skills |  |  | Selection Process |
| Hold a current full driving licence and prepared to drive as part of the work |  |  | Application Form  Driving Licence |
| Committed to anti-discriminatory practice and anti-oppressive approach and able to translate this attitude into practice |  |  | Whole Process |
| Commitment to personally undertake further training and development |  |  | Selection Process |
| Able to meet the requirement of the alternative two week shift pattern |  |  | Selection Process |

**This position involves occasionally travelling to various locations to take young people to appointments, family time and training etc, it is therefore expected that you can fulfil this requirement**

**Date Received:**

**Date Signed:**

**Name of Staff:**

**Signature of Staff:**