### CHILDREN’S SERVICES

### Care to Success

**SENIOR COMMUNITY SUPPORT WORKER**

**Job Description**

**Post Objective(s): To maintain a high standard of childcare in a stable relaxed environment under the direction of the Manager.**

**Main Duties and Responsibilities**

1. To provide a safe, secure and accepting environment for children in the care of local authority

 Appropriate to their age, understanding and identified needs.

2. To participate in the assessment of each child's needs, and to act as Link Worker in the planning of individual childcare.

3. To ensure that all children are encouraged to reach towards full potential.

4. To receive children admitted into care in a sensitive, caring manner.

5. To maintain and support each child's meaningful relationships and links outside the home.

6. To undertake direct work with the parents and families of children admitted to the care of the

 Local authority.

7. To ensure that wishes and feelings of the children are taken into account in all matters and

 Decisions relating to their daily care appropriate to their age and understanding.

8. To respect and promote the needs of each child arising from they’re racial cultural and

 Religious backgrounds.

9. To maintain appropriate records on each child, and be responsible for the presentation of

 Written material to reviews and case conferences in respect of their link child.

10. To act as senior member of staff in the absence of the Manager, and make

 Appropriate decisions regarding house management in the absence of the manager.

11 To work as the shift leader, planning and managing staff on duty, and to supervise staff as required

12. To undertake such other duties as is commensurate with the grade and responsibilities of this

 Post.

### CHILDREN’S SERVICES

**LOOKED AFTER CHILDREN’S SERVICE**

**SENIOR COMMUNITY SUPPORT WORKER**

**PERSON SPECIFICATION**

**Personal requirements of a successful postholder** **Category**

1. **Educational Standard/Qualifications/Membership of Professional**

 **Institutions (indicate grade)**

CSS or CQSW or Dip.SW D

ICSC or similar D

Good standard of General Education E

\*NVQ Level 3 - Caring for Children and Young People/Level 3 Diploma for

Residential Childcare or equivalent E

 **\*Following achievement of the award, staff may be required to be included on the general Social Care Council G.S.C.C. Professionals Register.**

**2. Specialised Training**

Any relevant training courses relating to child-care practice E

First Aid D

Child Protection Procedures E

Relationship & Sexuality Issues E

Child Development E

Challenging Behaviour E

Management development D

**3. Experience**

To be able to work in a residential care setting E

Previous experience of caring for children & Young People with

Disabilities E

Previous experience managing staff D

**4. Key Skills**

Counselling D

Management of young people E

Report writing E

Problem solving E

Communication skills E

**5. Key Knowledge**

Human growth and development E

Adolescent behavioural management E

First Aid D

**6. Key Aptitudes and Personal Qualities**

Warm friendly, accepting, patient E

Ability to set meaningful boundaries for children/young people E

Team player E

Ability to motivate children and young people E

Able to represent the department E

Any interest in outdoor activities E

Ability to recognise and manage own stress levels E

**For Information:**

**Category**

1. Essential Requirement without which the candidate would be unable to carry out the duties of the post.
2. Desirable Features which would normally enable the successful candidate to perform the duties and tasks better and more efficiently than one who did not have the qualifications, training, experience, etc.