

## Job specification

**Job title: Night Support Worker**

**Service: Adult Social Care**

**Grade: G4**

**Reporting to: Registered Manager and Enablement Team Leader**

### Your job

You will support the Heathside Assessment and Pathway Service (HAPS) to enable people to get back to their full potential.

You will provide night support to 7 people enabling them the opportunity to maximise their skills, talents and aspirations as well as carrying out safety checks during the night and offering support to residents with personal care and supporting to reduce the risk of falls.

You will support in identifying future night support needs for and the appropriate exit from the service and to identify current and future care needs and encourage individuals to maintain independence and self-management.

When required you will work across site supporting residents with dementia in the adjoining Dementia home. The post will require you to work weekends, bank holidays and unsociable hours.

You will safeguard residents throughout the night as identified in individual person centred care plans and be responsible for the safe administration of medication in line with the departmental policies and procedures in place and deliver high standards of care to residents in a residential setting.

The Council is committed to complying with the European General Data Protection Regulations (GDPR) 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.

### In this job you will

In the next 6 months, you will:

- Support the leadership team in developing the service and collaborate with newly identified stakeholders
- Support in the evaluation of the night technology and the requirements of night support service

On an ongoing basis you will:

- Support residents during the night with respect and maintain their dignity, taking into account individuals needs and wishes.
- Use an asset based approach to support residents with their aspirations, past life history, achievements and memories, including support in all decision making related to the care they receive.
- Maintain and ensure the building is safe and secure throughout the night.
- Give support to residents to meet the personal, psychological and cultural needs as identified in each resident's enablement plan of care.

- Support residents to receive the correct prescribed medication as directed.
- Contribute to the evaluation and modification of Enablement care plans on a regular basis including identifying night support needs on discharge.
- Maintain accurate records on a daily basis utilising technology provided.
- Respond to alerts from residents on the nurse call system including alerts from the bed based call system to prevent the risk of falls during the night.
- Take an active role in encouraging and supporting individuals to develop and maintain links with families, friends and local community.
- Contribute and participate to team meeting and my time / my time extra meetings and Team time.
- Communicate effectively and liaise with residents, colleagues and the management team.
- Deliver high standards of quality care and understand the requirements and legislation as identified by CQC and quality performance management.
- When required work across the building by supporting with care tasks within the Dementia home attached.
- 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:-

- Excellent communication skills, both oral and written when supporting residents with care.
- Excellent abilities to understand resident's needs and achieve identified outcomes and come up with innovative solutions.
- An understanding of person centred care and be passionate in supporting residents with a person centred approach, promoting independence and choice.
- Effective interpersonal skills with residents, families and other professional colleagues.
- The ability to work on your own and as part of a team and deliver best practice.
- Experience in a residential setting, to be flexible and meet the needs of the residents and service.
- Excellent organisation skills and able to meet specified timescales in a busy environment.
- Values and compassion whilst working in a residential setting.
- Enthusiastic, motivated individual who is committed to supporting residents with an asset based approach.
- Willing to work towards the care certificate and participate in training specific to your role.

### 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 **Be Wigan** behaviours.

**Be Positive...** take pride in all that you do

**Be Accountable...** be responsible for making things better

**Be Courageous...** be open to doing things differently

Individuals with line management responsibilities are also expected to ...

**Inspire...** lead by example and help others to see the big picture

**Care...** show genuine concern for people as individuals and value their contributions

**Engage...** I connect with others both within and beyond the organisation

## Staff Deal

Our Staff Deal is an informal agreement with all staff. It outlines what you can expect from us, and in return what we expect from you

### Our part

- Provide strong, honest and visible leadership
- Reward your commitment and hard work
- Care for your health and well being
- Listen to you and put your ideas into action
- Support you to give something back
- Offer opportunities to learn and grow
- Be one team, one council
- Believe in you

### Your part

- Listen, be open, honest and friendly
- Be efficient, flexible and professional
- Care for your health and stay active
- Tell us how we can improve
- Give something back whenever you can
- Take opportunities to learn and grow
- Be one team, one council
- Believe in yourself and our borough