

Job specification

Job title: Support Worker

Service: Day Opportunities, Hunter Lodge / Broadmead Day Service

Grade: G4

Reporting to: Senior Support Worker / Establishment Manager

Your job

Hunter Lodge and Broadmead Day Centres are specialist services providing support for adults with complex needs. You will be part of a highly motivated and experienced team of Support Workers. You will support individuals on a day to day basis to maintain health and wellbeing in a safe and caring environment.

You will be involved in the ongoing development of the service to ensure continued delivery of the Deal for Adult Social Care and Health.

You will be expected to have a flexible approach, to work within both day centres when required to meet the needs of the service.

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

On an on-going basis you will:

- Support individuals with daily activities to maintain health and wellbeing
- Use an asset based approach to support customers with their aspirations and achievements, including support in all decision making related to the support they receive
- Support customers with all aspects of personal care needs promoting respect and dignity at all times
- Administer prescribed medication in line with policies and procedures to ensure safe administration of medicines at all times
- Be an active member of the team to develop new ways of working, and support innovative and creative ideas
- Working with customers in a person centred way that respects people's individuality and promotes choice and control
- Provide a network of support and build positive relationships with carers
- Liaise with other agencies and professionals such as Social Workers, OT and Learning Disability nurses
- 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:

- Experience of working within a social care setting
- Effective interpersonal skills with customers, carers and other professional colleagues
- Excellent ability to understand the customers' needs and wishes and be able to support them in a person centred manner
- Excellent communication skills both oral and written
- Understanding of The Deal for Adult Care and Health and how to implement this within Provider Services
- The ability to work on own or as part of a team
- To be flexible to meet the needs and demands of the service

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

Staff Deal

Wigan Council

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

Signed

Donna Hall CBE, Chief Executive

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

Signed



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