

**OLDHAM COUNCIL**

**JOB DESCRIPTION**

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| **Job Title:** Residential Child Care Worker | |
| **Directorate:** Health and Wellbeing | **Division/Section:** Children’s Social Care and Early Help |
| **Grade:** 5 plus unsocial hours banding | |

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| **Job Purpose:**  Under the guidance of the Homes Manager and Deputy Homes Manager to care for and guide young people who are resident in the establishment.  This post also carries a requirement to work regular weekends, evenings, bank holidays and to sleep – in’ as required by the homes rota. |

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| 1. To provide a planned and stimulating environment which gives care, control and guidance to young people resident within the home that is consistent with the Homes Statement of Purpose and Quality Care Standards (QCS) and Regulations. 2. To implement, review, monitor and develop social work ‘Care Plans’. 3. Develop, implement, review and monitor the children’s and young peoples ‘Placement Plans’ within the home. 4. To develop, monitor and review individual risk assessments and ensure that all actions resulting from them are followed. 5. To assist young people in dealing with behavioural, emotional or other difficulties in line with Policy, Procedure and QCS and Regulations. 6. To be aware of QCS and Regulations and the responsibilities of all contained within them. 7. To participate in the professional life of the home and to work as a member of the residential staff team. 8. To create and maintain links with other agencies outside of the home to further the purpose of the home and care of the young people. 9. To participate in the administration of the home, maintaining appropriate records, personal, financial, etc. as required, and ensuring that the home and it’s equipment are properly used. 10. To attend reviews, planning meetings, staff meetings and training courses as required. 11. To complete. The Diploma in Health & Social Care level 3 (unless already qualified) 12. Such other duties reasonably falling within the purview of the post as may be required. |

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| **Standard Duties:**   1. To actively promote the equalities and diversity agenda in the workplace and in service delivery. 2. To uphold and implement policies and procedures of the council and directorate including customer care and health and safety policies. 3. To actively engage with the behaviours and values of the Council to promote and support our Cooperative agenda. 4. To undertake continuous professional development (CPD) and to be aware of new developments, legislation, initiatives, guidelines, policies and procedures, and to ensure that members of the division/group are informed appropriately. 5. Undertake any additional duties commensurate with the level of the post. |

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| **Contacts:**  Contacts are employees of the team, service, division, the council, partners, trade union representatives, elected members, inspectors, external organisations and the public |

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| **Relationship To Other Posts In The Department:**  **Responsible to:** Residential Homes Manager  **Responsible for:** N/A |

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| **Special Conditions:**  Enhanced DBS Disclosure |

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|  | **DATE** | **NAME** | **POST TITLE** |
| **Prepared** | July 2017 | Sue Quiala | Interim Senior Residential Manager |
| **Reviewed** |  |  |  |

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**PERSON SPECIFICATION**

**Job Title: Residential Child Care Worker**

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| Attributes | Essential | How Assessed |
| Education / Qualifications | Literate and numerate and willing to achieve The Diploma in Health & Social Care level 3 (unless already qualified with an equivalent qualification eg. relevant NVQ 3). | Application Form  Interview  Written Exercise |
| Experience | Experience of working with young people in a social work / youth work or other setting.  Experience of working as a Team Member. | Application Form,  Interview and or  References |
| Skills and Abilities | Ability to engage with children and young people with emotional and behavioural difficulties.  Ability and skills needed to engage young people in social activities using local and other resources, including holidays and residential.  Ability to interpret national Minimum Standards (NMS) and Regulations and other relevant procedures and guidelines  Ability to put child care theory into practise.  Ability to produce concise reports and complete other clear written records.  Ability to recognise and support other staff or young people at times of difficulty or in demanding situations.  Ability to respond appropriately to challenging behaviour.  Ability to converse at ease with members of the public, service users / customers and provide advice in accurate spoken English | Application Form &  Interview |

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| Work  Circumstances | To work evenings, weekends and bank holidays as the homes rota dictates.  Undertake sleep – in duties as the rota dictates.  Be able to occasionally cover at short notice and be flexible. | Application Form  Interview |

**NB. - Any candidate with a disability who meets the essential criteria will be guaranteed an interview.**