



## **LISIEUX TRUST**

### **JOB DESCRIPTION**

<b>POST:</b>	Support Worker
<b>HOURS:</b>	Varied
<b>SALARY:</b>	Dependant on experience
<b>RESPONSIBLE TO:</b>	Project/Home Manager

### **QUALIFICATIONS**

A suitable person will:-

- Have or be working towards NVQ Level 2 in care which is to include Core Subjects including promotion Equal Opportunities , Health & Safety, and Security of individuals and any additional topics of interest to the staff member and/or
- Previous experience of working in a Social Care setting.
- A valid driving licence preferred but not essential.

### **VALUABLE EXPERIENCE**

- Supporting people with Learning Disabilities both in the community and within their own home
- Report writing/record keeping

### **JOB DESCRIPTION**

A Support Worker is responsible for meeting the personal needs of residents /tenants in a way that respects the dignity of the individual and promotes their independence.

Support Workers assist in the care/support of the resident's/tenants physical environment and all aspects of daily living

S/he reports to the Project Manager and is required to act with professionalism and integrity at all times taking into account the individual needs and diversity of the residents/tenants living within their own home.

Support will be required, at varying degrees, to assist residents/tenants plan and prepare their meals.

Staff must recognise that the prime concern in all issues is the health, safety and welfare of the resident/tenant at all times.

Participate and undertake approved vocational training as directed by the Project Manager.

Assisting the Project Manager in the regular production of reports including:-

- Records of visits to medical professionals
- Medication administration records (in residential services)
- Notation of significant events
- Recording of petty cash and residents personal monies
- Any other written reports as and when required by the Project Manager

Support Workers must undertake any other reasonable duties identified and delegated by the Project Manager.

