

Job Description

| | |
|------------------------|---|
| DIRECTORATE: | Social Services & Wellbeing |
| DEPARTMENT: | Children and Family Service Services / Children's Residential Services |
| POST: | Senior Residential Worker |
| GRADE OF POST: | GR09 |
| RESPONSIBLE TO: | Deputy Residential Manager - Medium to Long Term & Complex Intervention Provision |

JOB PURPOSE:

To assist the Residential Manager and Deputy Residential Manager in the day to day running of the home to co-ordinate and manage the work of the Residential workers to ensure that children and young people's needs are met safely in accordance with their individual plans.

When on shift, deputise for the Residential Manager and/or Deputy Residential Manager in their absence. The role will require you to provide and manage a responsive, flexible outreach service to children, young people, families and foster carers.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- You must be able to show a commitment to and experience of working with young people, and an ability to work as part of a team and be able to relate well to children and their families as well as other professionals.
- Contributing to the health and safety and security of children, young people and their environment and the protection of children and young people from abuse and harm.
- Contributing to the planning and monitoring of the residential service to young people. Recognising and meeting individual needs, supporting individual rights and promoting choice.
- Supporting young people to develop personal relationships, a positive self-image, with difficult relationships and when they are distressed. Integrating young people into the community and promoting access to community-based services.
- To undertake and manage outreach work, providing individual/family work using a variety of creative short/medium term interventions appropriate to meet their needs or requirements
- Contributing to the appraisal and supervision of staff. Undertaking any duties and responsibilities commensurate with the grade of the post and participate in the regular review of the content of the job description.

- Operating within the budgetary provision, manage the home on a day-to-day basis in the absence of the Manager. Assisting the manager to achieve the aims and objectives of the home and meet National Minimum Standards.
- Working in conformity with legislative requirements, and corporate and departmental policies and procedures. Including reviewing and developing policies in line with service need. Using recording and communication systems appropriately.
- Participating in any training and development activities in order to maintain own professional development or to enhance competence within job role.
- Supporting the Residential Manager and Deputy Residential Manager in the delivery of the service, undertaking any duties and responsibilities commensurate with the grade of the post and participating in the regular review of the content of the job description. Attending and representing the Local Authority at external meetings.

GENERAL DUTIES

Health and Safety

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](#)

Equal Opportunities

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

Safeguarding

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding Team or Children's IAA Service within MASH.

Review and Right to Vary

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

Criminal Records Check

This post requires a criminal records check through the Disclosure & Barring Service (DBS).

Person Specification

Senior Residential Worker

The following attributes represent the range of skills, abilities and experiences etc. relevant to this position. Applicants are expected to meet the attributes that have been identified as essential (Yes).

| Attributes | Requirements | Essential | Method of Evaluation/ Testing |
|---|--|-----------|---|
| Qualifications, Education & Training | <ul style="list-style-type: none"> QCF Level 3 Diploma in Health & Social care (Children & Young People) Wales or equivalent. | Yes | Production of original Qualification Certificates and application form. |
| | <ul style="list-style-type: none"> NVQ Level 4 in management. | | |
| | <ul style="list-style-type: none"> NVQ Level 4 Health and Social Care Children and young people. | | |
| | <ul style="list-style-type: none"> QCF Level 5 Diploma in Leadership for Health and Social Care Services (Children and Young People's Residential Management) Wales <u>or</u> willingness to acquire the qualification. | Yes | |
| Knowledge & Experience | <ul style="list-style-type: none"> Registration with Social Care Wales, | Yes | Interview, application form, and selection process. |
| | <ul style="list-style-type: none"> Previous experience of working with children and their families on victims and their children. | Yes | |
| | <ul style="list-style-type: none"> Knowledge and / or experience of working with children with complex needs. | Yes | |
| | <ul style="list-style-type: none"> Knowledge of council policies and procedures including Children Act regulations and guidelines. | | |
| | <ul style="list-style-type: none"> Knowledge and understanding of risk assessments. | Yes | |
| | <ul style="list-style-type: none"> Experience of staff management/ supervision, leading teams. | Yes | |



| Attributes | Requirements | Essential | Method of Evaluation/ Testing |
|--|--|---|---|
| | <ul style="list-style-type: none"> Experience of undertaking individual and group work with children and young adults. | | |
| Skills & Personal Qualities | <ul style="list-style-type: none"> Ability to make decisions appropriately. Ability to define and achieve targets. Ability to manage teams. Ability to communicate clearly and effectively. Ability to form constructive working relationships with colleagues and other agencies. Drive, commitment and motivation and integrity. Ability to work well under pressure using initiative and positive thinking. Ability to work flexibly. Commitment to personal development. The ability to communicate through the medium of Welsh. | <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> | Interview, application form, and selection process. |