



Job Description

DIRECTORATE:	Social Services & Wellbeing
DEPARTMENT:	Extra Care
POST:	Social Care Worker
GRADE OF POST:	GR05
RESPONSIBLE TO:	Deputy Care Manager

JOB PURPOSE:

As a social care worker you will contribute to Bridgend County Borough Council's delivery of an efficient and effective Independent Living and Residential Extra Care service, whilst meeting the principles of the Social Services and Wellbeing Act 2016 (Wales) and the requirements of the Regulation and Inspection of Social Care (Wales) Act 2016.

Delivering services for people working within the principles of a 'Home for Life' model in an Extra Care facility. Working in partnership with Linc Cymru to support people to maximise their independence whilst enabling people to achieve agreed and positive outcomes.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- Supporting independence of people within the context of their own home.
- Enabling people to access services to achieve their full potential within an independent environment or within a 24 hour care and support residential facility
- Supporting and assisting people with dementia or other cognitive needs within the residential facility of the Extra Care Service.
- Visiting individuals within their own tenancies to support and assist people's needs according to their Care & Support Plan.
- Enabling people to maximise their own abilities and skill not undertake tasks that the person is capable of safely completing.
- Supporting with personal care tasks (such as washing, toileting and dressing) in accordance with their Care & Support Plan.
- Assisting and supporting people to manage their own medication where appropriate in accordance with the Directorate's medication Policies/Procedures.

- Undertaking general duties where specified in the Care & Support Plan, to include: maintaining cleanliness of the person's home; assisting the person to prepare meals or snacks by using the facilities available; assisting with laundry and ironing.
- Actively encouraging people to participate in all aspects of daily activities to meet preferred outcomes.
- Developing and maintaining good working relationships with individuals by getting to know 'what matters' to them.
- Maintaining and fostering good communication and working relationships with relevant colleagues, other agencies and informal carers.
- Contributing to the protection and safeguarding of all individuals living within the extra care and report concerns or issues relating to inappropriate practices.
- Contribute to the planning process, preparing reports and attending meeting/reviews as part of key worker role. Maintaining records as required, reporting and recording in an appropriate manner matters relating to people within the facility.
- Taking responsibility for being aware and adhering to the standards, policies and procedures of Bridgend County Borough Council. These include Health and Safety, Risk Assessment and the Code of Professional Practice for Social Care.
- To ensure successful completion of the All Wales Induction Framework for Health and Social Care processes.

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 and Quality Team or Children's Safeguarding Assessment Team.

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 (WHERE APPLICABLE)

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

Person Specification

Social Care 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 (√).

Attributes	Requirements	Essential	Method of Evaluation/Testing
Qualifications, Education & Training	<ul style="list-style-type: none"> • Educated to City & Guilds Level 2 Health and Social Care: Core and Practice (Adults) or a predecessor qualification as approved by Social Care Wales or be prepared to undertake training to achieve the award. • Registration with Social Care Wales or requirement to register within 6 months. • All Wales Manual Handling Passport (Movement of People). • Basic Food Hygiene Certificate). 	<p>Yes</p> <p>Yes</p>	Production of original Qualification Certificates and application form.
Knowledge & Experience	<ul style="list-style-type: none"> • Experience of supporting or working with older people and awareness of the importance of maintaining client's rights: choice, dignity, confidentiality. • Experience of administration of medications. • An awareness of Health and Safety issues within the workplace. • Knowledge of First Aid. 	Yes	Interview, application form, reference and selection process.
Skills & Personal Qualities	<ul style="list-style-type: none"> • Ability to form constructive working relationships with colleagues. 		Interview, application form, reference and

Attributes	Requirements	Essential	Method of Evaluation/Testing
	<ul style="list-style-type: none"> • Ability to communicate clearly and effectively both verbally and in writing. • Ability to relate to people. To show respect and have a non-judgemental attitude. • Ability to work within a team and on own initiative. • Ability to prioritise. • Flexible, motivated and enthusiastic. • Driving licence with access to car for work purposes. • The ability to communicate through the medium of welsh. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	selection process.