

**DARLINGTON BOROUGH COUNCIL  
CHILDRENS AND ADULTS SERVICES**

**JOB DESCRIPTION**

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| <b><u>POST TITLE :</u></b>             | <b>Support Worker (Reablement)</b>  |
| <b><u>PAY BAND :</u></b>               | <b>Band 4</b>   |
| <b><u>JOB EVALUATION NO.</u></b>       | <b>A475</b>   |
| <b><u>REPORTING RELATIONSHIP</u></b>   | <b>Reablement Coordinator</b>   |
| <b><u>JOB PURPOSE :</u></b>            | <b>To work with people primarily within their own homes in a goal centred outcome focused manner to enable them to achieve maximum independence; preventing, reducing or delaying the need for ongoing support where possible</b> |
| <b><u>POST NO.</u></b>                 | <b>POS007250</b>  |
| <b><u>PDR COMPETENCY FRAMEWORK</u></b> | <b>Level 1, Expected Competencies for all employees</b>   |

**MAIN DUTIES/RESPONSIBILITIES**

1. To identify and create personalised goals as per the individual's reablement support plan. This will involve care and support tasks such as personal care, mobility and transfers, meal preparation and maintenance of essential hygiene in a reablement focused way to maximise independence.
2. To visit individuals who are experiencing a change in physical ability. This could be with individuals experiencing symptoms of old age or mental health needs. To act appropriately in emergencies. E.g. contacting GP, community health, emergency services etc.
3. To travel to individuals homes within Darlington and surrounding villages as directed.
4. To display sensitivity and provide a high standard of support at all times, preserving dignity, respect and equality in line with organisational requirements.
5. To provide support and encouragement in accordance with the agreed support plan to help the individuals regain skills and confidence and maximise their opportunity to be as independent as possible.
6. To support/prompt individuals to take any prescribed medication and administer where appropriate. Ensure supervision of medication is carried out and recorded in line with the medication policy.
7. To record and provide information regarding an individual's progress within the reablement pathway.
8. To work with the Reablement Coordinator to review the support plan, update goals and revise where appropriate.

9. To contact emergency services or other appropriate services where a need is identified E.g. medical, physical changes, living conditions/inappropriate housing, or safeguarding concerns etc.
10. To advise the Reablement Coordinator when further support, E.g. occupational therapist input, telecare or equipment, might be needed to enable the individual who is using the service to achieve their goals.
11. To ensure effective use of equipment provided and assist the individual in using this when authorised/trained to do so.
12. To involve cares and family members in the reablement support plan where appropriate, promoting independence of the individual wherever possible.
13. To assist the individual to meet their emotional and social needs in their community encouraging individuals to maintain contact with family, friends and community, assisting with recreation to avoid social isolation.
14. To contribute to the movement and handling of individuals to maximise their physical independence.
15. To work closely with other social work, therapy teams, and appropriate health professionals to enable a seamless co-ordinated approach to meet the individuals goals.
16. To ensure documentation is completed in an accurate and timely manner, meeting all CQC and quality assurance requirements and updating appropriate ICT systems where applicable.
17. To take responsibility for being a member of a team, to attend meetings where appropriate and requested.
18. To participate in planned supervision sessions and appraisal processes.
19. To undertake any relevant training to maintain or gain relevant skills.
20. To work flexibly on a rota system for Bank Holidays, evenings and weekends and participate in flexible working arrangements including split shifts.
21. Under the Care Standards Act 2000 it is a requirement that all new recruits providing personal care to vulnerable people will demonstrate an ability:
  - (a) To operate to recognised national minimum standards at induction level (within 6 weeks of appointment).
  - (b) To operate at the recognised national minimum standards at foundation level (within 26 weeks of appointment).
22. Satisfactory completion of the Authority's 26-week probationary period is subject to compliance and completion, where applicable of the Skills for Care Common Induction National Standards. Irrespective of whether the probationary period applies, compliance with the National Standards will be a condition of employment. In addition, we will encourage care workers with all client groups to undertake appropriate awards. Further information on the above is available from your line manager.
23. Ensure that you work in line with all the Council's policies and procedures and ensure that you are aware of your obligations under these.

24. Behave according to the Employees' Code of Conduct and ensure that you are aware of your obligations and responsibilities re: conflicts of interest, gifts, hospitality and other matters covered by the Code.
25. Carry out your role in line with the Council's Equality agenda.
26. To comply with health and safety policies, organisational statements and procedures, report any incidents / accidents/ hazards and take a pro-active approach to health and safety matters in order to protect yourself and others.
27. Any other duties of a similar nature related to this post that may be required from time-to-time.
28. Darlington Borough Council and schools within the Borough are committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.
29. This post is deemed to be a 'Customer Facing' role in line with the definition of the Code of Practice on the English language requirement for public sector workers.
30. This post is subject to an enhanced disclosure. The successful applicant will be subject to the relevant vetting checks before an offer of appointment is confirmed. Following appointment the employee will be subject to rechecking as required from time to time by the Council.

**Date: August 2019**

**DARLINGTON BOROUGH COUNCIL**  
**PERSON SPECIFICATION**  
**CHILDRENS AND ADULTS SERVICES**  
**SUPPORT WORKER (REABLEMENT)**  
**POST NO. POS007250**

All appointments are subject to satisfactory references.

| Criteria No.                          | Attribute  | Essential (E) | Desirable (D) |
|---------------------------------------|--|---------------|---------------|
| <b>Qualifications &amp; Education</b> |  |               |               |
| <b>1</b>                              | NVQ 2, or equivalent in Care or a commitment to obtain the qualification which should be achieved within 1 year  | <b>E</b>      |               |
| <b>2</b>                              | NVQ 3 in Care or a relevant subject  |               | <b>D</b>      |
| <b>3</b>                              | Other relevant qualifications regarding community based care   |               | <b>D</b>      |
| <b>Experience &amp; Knowledge</b>     |  |               |               |
| <b>4</b>                              | Experience of working with people with a range of support needs which may include people with a learning disability, physical impairment, mental health or older people (this could be in a work or private setting) | <b>E</b>      |               |
| <b>5</b>                              | Experience of encouraging and motivating individuals to achieve their goals  | <b>E</b>      |               |
| <b>6</b>                              | Experience in risk management in regards to Personal Safety and Lone Working   |               | <b>D</b>      |
| <b>7</b>                              | Experience and knowledge of handling prescribed medication   |               | <b>D</b>      |
| <b>Skills</b>                         |  |               |               |
| <b>8</b>                              | Ability to apply accurate literacy and numeracy skills, to include spelling, punctuation, grammar, percentages and decimals  | <b>E</b>      |               |
| <b>9</b>                              | Ability to communicate both orally and in writing to a range of audiences  | <b>E</b>      |               |
| <b>10</b>                             | Ability to maintain accurate records   | <b>E</b>      |               |
| <b>11</b>                             | Ability to work successfully as part of a team and on own initiative, with minimal supervision   | <b>E</b>      |               |
| <b>12</b>                             | Able to demonstrate an organised approach to work, and ability to follow a designated support plan with effective time management skills   | <b>E</b>      |               |
| <b>13</b>                             | Ability to organise, and carry out care and support tasks in a reablement way  | <b>E</b>      |               |
| <b>14</b>                             | Able to demonstrate skills in assessment/personal action planning  |               | <b>D</b>      |
| <b>15</b>                             | Knowledge of Person Centred approaches   |               | <b>D</b>      |
| <b>16</b>                             | Knowledge of strength based approaches   |               | <b>D</b>      |
| <b>Personal Attributes</b>            |  |               |               |
| <b>17</b>                             | Positive attitude towards supporting people with the lifestyle of their choice   | <b>E</b>      |               |
| <b>18</b>                             | Able to demonstrate a caring and sensitive approach to dependent people  | <b>E</b>      |               |
| <b>19</b>                             | Non-judgemental attitude   | <b>E</b>      |               |
| <b>20</b>                             | Enthusiastic approach to work  | <b>E</b>      |               |
| <b>21</b>                             | Punctual, Reliable and honest with a flexible approach to work   | <b>E</b>      |               |
| <b>22</b>                             | Ability to undertake the physical requirement of the post  | <b>E</b>      |               |

|           | <b>Special Requirements</b>   |          |  |
|-----------|---|----------|--|
| <b>23</b> | Flexible approach to work, with the ability to work shift patterns in accordance with a rota, which will include evenings, nights and weekends as required by the setting | <b>E</b> |  |
| <b>24</b> | The ability to communicate at ease with customers and provide advice in accurate spoken English   | <b>E</b> |  |
| <b>25</b> | Capable of independent travel to carry out the requirements of the post   | <b>E</b> |  |
| <b>26</b> | Satisfactory Enhanced DBS Disclosure Check  | <b>E</b> |  |
| <b>27</b> | Ability to form and maintain appropriate relationships and personal boundaries with individuals and their families  | <b>E</b> |  |