



## Job profile

### Driver Support Worker

#### Grade D

**Group:** Care, Wellbeing and Learning

**Service:** Adult Social Care

**Location:** Day Opportunity Service

**Line Manager:** Day Services Manager

**Car User Status:** Casual

#### Job Purpose

To enable and support people with a disability to access activities and support them in relation to their needs, from within a building base and in the community

#### The key roles of this post will include:

1. To drive a vehicle, either mini bus/people carrier or own vehicle to enable service users to access the community.
2. To support service users to safely use the vehicle, taking into consideration their moving and handling and other support needs.
3. To support and assist service users and staff in relation to activities both within a building base and in the community.
4. To assist more senior staff under direction and support within a service base and in the community.
5. To support all service user needs, which will include day-to-day personal care needs, help with eating, using the toilet, behavioural and emotional needs. Assisting alongside other staff to meet social, educational and employment needs.
6. To communicate and interact positively with other professionals, users and their carers.
7. To work flexible hours when required which may involve early mornings, evenings / weekends.
8. To maintain vehicle care and maintenance checks as outlined in "Drivers Handbook".
9. To participate in training as advised by Line Manager.
10. Any other duties allocated that are appropriate to the grade of the post.



## Knowledge & Qualifications

### Essential:

#### Knowledge

- Knowledge of service user group and relevant legislation

#### Experience

- Experience of managing personal care.
- Supporting people who have a disability.
- Communicating at all levels with colleagues, carers and other professionals.

#### Qualifications

- Full UK driving licence with no penalty points.
- Prepared to pass Local Authority minibus assessment.
- Possess Level 2 Health and Social Care Diploma or equivalent qualification.

### Desirable:

#### Qualifications

- Drive a D1 category vehicle (mini bus).



## Competencies

<b>Customer Focus</b>	Puts the customer first and provides excellent service to both internal and external customers
<b>Communication</b>	Uses appropriate methods to express information in a clear and concise way to make sure people understand
<b>Team Working</b>	Works with others to achieve results and develop good working relationships
<b>Making things happen</b>	Takes responsibility for personal organisation and achieving results
<b>Flexibility</b>	Adapts to change and works effectively in a variety of situations
<b>Learning and Development</b>	Actively improves by developing and applying new skills and knowledge and learns from past experiences