

DARLINGTON BOROUGH COUNCIL
CHILDRENS AND ADULTS SERVICES
JOB DESCRIPTION

<u>POST TITLE :</u>	Residential Child Care Worker
<u>PAY BAND :</u>	Band 9
<u>JOB EVALUATION NO.</u>	A505
<u>REPORTING RELATIONSHIP</u>	Registered Manager
<u>JOB PURPOSE :</u>	To act as a Corporate Parent for Children Looked After and be an assertive champion for Children in Need in accordance with the Quality Standards for Children's Homes
<u>POST NO.</u>	POS010530
<u>PDR COMPETENCY FRAMEWORK</u>	Level 1, Expected Competencies for all employees

MAIN DUTIES/RESPONSIBILITIES

1. To respond to and aim to achieve the identified outcomes for young people as outlined in their Individual care plans. Contribute to the compilation of a robust residential placement plan, and where necessary a behaviour support plan, and to directly participate in the care planning process.
2. To take on the role of the key worker to individual young people.
3. To work in partnership with young people, their families, social workers and other relevant stake holders and agencies, in pursuit of the identified outcomes for young people.
4. To ensure that work with young people is in keeping with legislative, procedural and good practice requirements. To work with groups of young people effectively and creatively in line with risk assessments in a planned and flexible way.
5. To take all reasonable steps to ensure the safe return of young people who are missing.
6. To work as a member of a team and communicate effectively with colleagues and other professionals.
7. Provide a variety of appropriate stimulating activities and present as a consistent and caring adult role model.
8. Undertake and follow relevant risk assessments, and effectively manage the consequences of risk taking behaviours of young people, e.g. substance misuse, self-harm, running away, etc. To dynamically risk assess situations and provide appropriate boundaries to young people to help them to regulate their own behaviour.
9. Provide for young people's physical needs as necessary, for example, by cooking, washing, ironing, shopping, budgeting, or by enabling young people to carry out such tasks for themselves.

10. Undertake administrative tasks and all forms of record keeping and prepare reports as required.
11. To follow procedures regarding petty cash.
12. To ensure Quality Assurance by utilising consultation documents with young people, families and other professionals in order to seek feedback on the homes service and care provided.
13. 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.
14. 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.
15. Carry out your role in line with the Council's Equality agenda.
16. 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.
17. Any other duties of a similar nature related to this post that may be required from time-to-time.
18. 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.
19. You are required to safeguard and promote the welfare of children for whom you have responsibility, or with whom you come into contact, to include adhering to all specified procedures.
20. This post has a high level of contact with, and responsibility for, children.
21. 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.
22. 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: June 2019

DARLINGTON BOROUGH COUNCIL

PERSON SPECIFICATION

CHILDRENS AND ADULTS SERVICES

RESIDENTIAL CHILD CARE WORKER

POST NO. POS010530

All appointments are subject to satisfactory references.

Criteria No.	Attribute	Essential (E)	Desirable (D)
	Qualifications & Education		
1	Level 3 children & young people's workforce diploma or equivalent, or a willing to work towards the qualification and achieving this within 2 years of commencing employment.	E	
2	4 GCSE's A*-C or equivalent.		D
3	Commitment towards undertaking and maintaining required training relevant to your role.	E	
4	DipSW or equivalent or relevant degree or qualification in social care or related field.		D
	Experience & Knowledge		
5	Awareness of The Guide to the Children's Homes Regulations and relevant legislation, including the quality standards.	E	
6	Recent experience of working with children and young people aged 11-18 years within a voluntary or professional capacity.	E	
7	Experience of working with looked after children/children in need, and a knowledge of their rights and responsibilities.		D
8	Knowledge of Child Protection and Local Safeguarding Children Board procedures.	E	
9	Ability to demonstrate an understanding of the development needs of adolescents, including physical, emotional, intellectual and educational. Including disabilities.	E	
10	Experience skills and knowledge to maintain administrative records for young people and the home.	E	
11	Experience of working with challenging behaviour.	E	
12	Experience of interpreting legislation, policy or procedures to give recommendations and advice.	E	
13	Awareness of and application of basic Health and Safety principles, including risk assessments.		D
	Skills		
14	Ability to communicate both orally and in writing to a wide range of audiences (including ability to write clear and concise reports & presentations).	E	
15	Ability to contribute to all aspects of care planning, including assessment formulation and implementation.	E	
16	IT literate, capable of using MS Word / Excel and office packages.	E	
17	Ability to successfully engage with young people, their families, social workers and other relevant stake holders and agencies, all levels.	E	
18	Effective team working.	E	
19	Ability to use initiative and make decisions outside immediate policy and procedure, and without reference to manager.	E	

	Personal Attributes		
20	Ability to promote the development needs of adolescents, including physical, emotional, intellectual and educational including disabilities.	E	
21	Ability to establish priorities.	E	
	Special Requirements		
22	Proven commitment to maintenance of confidentiality, privacy and dignity.	E	
23	Flexible and responsive approach to the working environment and arrangements and the ability to work outside of normal office hours including shift work and 'sleep-ins'.	E	
24	Ability to be a demonstrable role model for young people, showing integrity and good character.	E	
25	Ability to undertake the physical requirements of the role including physical intervention.	E	
26	Suitability to work with children.	E	
27	Satisfactory Enhanced DBS Disclosure.	E	
28	The ability to communicate at ease with customers and provide advice in accurate spoken English.	E	
29	Interest in working with children to promote their development and educational needs.	E	
30	Ability to form and maintain appropriate relationships and personal boundaries with children.	E	
31	Emotional resilience in working with challenging behaviours and attitudes to use of authority and maintaining discipline.	E	