



Job Description for Residential Care Worker (Waking Night)

Job Title: Residential Support Worker (Waking Night)

Responsible to: Registered Manager and Management Team

Purpose of Job: To deliver high standards of support, protection and support to residents living within the home with learning disabilities and related complex needs by facilitating all their physical, psychological, emotional and support needs during a waking night shift.

Tasks/ Duties & Responsibilities:

- To be responsible to the management team and work collaboratively with your staff team. Be accountable for the direct support of the tenants when on duty.
- To actively promote the Kettonby Care Limited's Statement of Purpose.

Professional practice:

- To help promote a stimulating, caring and culturally appropriate environment for residents receiving your support.
- To provide practical and emotional support to enable residents under the guidance of the Registered Manager.
- To administer medication and ensure all records are kept up to date.
- Being responsible for meeting the resident's needs and communicating these needs to other staff and professionals involved.
- Writing review reports and other reports as necessary.
- Being involved with the implementation of personal support plans for the residents.
- To ensure that all resident's personal records are up-to-date and on file as is required by law.

To participate in the full range of caring duties including:

- Meet all the residents support needs throughout a waking night.
- Domestic duties (washing, cleaning, ironing etc.)
- Providing personal care if required
- Helping residents to keep their possessions and living areas clean, tidy and safe.
- Accompanying residents on holidays

- Implementing personal support plans set out for our young people.
- Communicating with other staff about the resident's needs/ activities.
- Accurately recording resident's needs/ activities/ behaviour in the home's recording system.
- Monitoring sleep patterns
- Monitoring bowel movements
- Monitoring fluid intake
- Monitoring of the general state of the home and it's grounds.
- Shift planning and delegation of tasks.
- Conflict resolution and debriefs at the end of each shift.

To help residents express their needs and have these met:

- Implementation of individual programme plans and their ongoing development
- Ensuring up to date records are kept in young adult's files.

Liaison and Administration:

- To use communication systems effectively and accurately e.g. diary, log book etc. and verbally to colleagues.

Team:

- To participate in staff meetings, training courses and supervisions sessions.
- To be a constructive member of the staff team e.g. to work to the guidance and statement of purpose of the home.
- Lead and work co-operatively with fellow workers and to use own initiative.
- To lead by example.

Other Duties:

- To undertake any delegated tasks from the Registered Manager such as weekly checks and monitoring.
- To participate in training as required.
- To act in accordance with all policies e.g. Health and Safety, Admission.

Procedures, Fire Drill etc.:

- To work in a way that is consistent with the principles of 'normalisation' and 'Equal Opportunities' i.e. to give each young adult practical skills and social status that are valued within their communities.
- To have anti-racist and anti- sexist work practices, which help resident's value anti-discriminatory attitudes and behaviors.
- To work in line with the home's policy on Health and Safety
- Such other duties that may be required.

Hours and Annual Leave:

- A flexible 24-hour rota system is worked including weekends, the rota reflects the needs of the resident's day to day lives.
- Holiday entitlement: based on hours accrued

Place of Work:

- The workplace of the Residential Support Worker (Waking Night) is Kettonby House or at a place of work as directed by the Registered Manager.