

**JOB DESCRIPTION**

**JOB TITLE: Residential Worker**

**STATUS: Full time / Part time**

**ACCOUNTABLE TO: Registered Home Manager**

***Duties & Responsibilities:***

1. To respond to and meet the identified needs of children/young people as outlined in individual care plans and as agreed with the manager.
2. To work in partnership with young people, their families, social workers and other relevant agencies, in meeting the needs of young people.
3. To ensure that work with children/young people is in keeping with legislative, procedural and good practice requirements.
4. To ensure that the safety and welfare of young people is paramount.
5. To undertake all tasks in the daily life of young people, as required of the good parent.
6. To participate in implementing, monitoring and reviewing children/young people’s care/health and education plans where appropriate and to contribute in planning meetings and reviews as require.
7. To be involved in monitoring admissions to the home and to assume responsibility for the smooth running of the home in the manager’s absence.
8. To take on the role of key worker to individual young people/young adults as required by the Homes Manager.
9. To safeguard and promote the welfare and rights of children/young people.
10. To work with children/young people to involve them in the day-to-day running of the home and their own individual care plans.
11. To participate in planning and implementing discharge and after care plans children/young people’s
12. To understand and be familiar with all relevant legislation guidance policies procedures in relation to safeguarding young people.
13. To promote the development of a comfortable physical environment, which is conducive to good social care practice and in line with standards and guidance.
14. To provide personal care where appropriate to young people/young adults whilst promoting their individual rights to respect, dignity and independence.
15. To be familiar and adhere to the policies and procedures of the home.
16. To work as part of a team and to communicate effectively with colleagues.
17. To undertake administrative tasks and all forms of record keeping as required by the manager.
18. To attend and participate in induction, supervision, appraisal, staff meetings and training programmes as required.
19. To be involved in handling certain financial matters within the home e.g. administering petty cash and issuing young people with pocket money. Also to ensure that residents are supported with their financial management. To ensure that the company’s accounts regulations are adhered to in respect of these matters.
20. To work a rota devised by the relevant manager, which will require flexibility and will include regular waking-night duties.
21. To undertake any household tasks as required.
22. To contribute to the development of positive links with the community and other agencies.
23. To contribute to the service development within the company.
24. To undertake any other such duties assigned by the Director of Operations or his authorized representative.

**NB The above list is not exhaustive and the post holder may be required to undertake additional duties, as determined by the Line Manager.**

**This job description may be amended in line with changing service requirements. In such circumstances, any amendments will be discussed with the post holder.**