



a charity at the centre of caring

Praxis Care Job Description

POSITION TITLE AND GRADE:	Support Worker
LOCATION :	Coleraine & Magherafelt Domiciliary Services
REPORTING TO:	Scheme Manager / Team Leader
FUNCTION / DEPARTMENT	Operations

JOB PURPOSE / SUMMARY:

Our Support workers are central to ensuring that Praxis Care achieves our goal of providing quality care and support to our Service Users. Each of our Support workers will work as part of a dedicated team to provide a high quality and reliable support service. Our Support Workers provide friendliness and encouragement towards our Service Users supporting independence and providing the environment for Service Users to achieve their desired outcomes. At Praxis care we pride ourselves on delivering a high quality service ensuring that respect and dignity is at the forefront of all that we do.

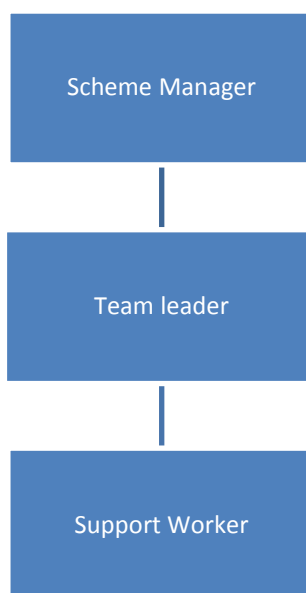
KEY ACCOUNTABILITIES:

1. When appropriate provide personal care to service users. This may include every day domestic tasks such as bathing, washing, cleaning and assisting with meal times.
2. To work closely with Team Leaders and scheme managers in preparing and implementing individual and group support programs.
3. To work with other Support Workers and Team leaders to promote a safe working and living environment. For some schemes this will involve resolving difficult situations which may arise from challenging behaviour and knowing the techniques and correct language to use to resolve such situations (necessary training and coaching will be provided)
4. To ensure that residents' medication is held/stored and administered in accordance with Praxis Care's Medication Policy. (The relevant training will be provided to those Support workers who are expected to administer medication.)
5. To be familiar with all administration requirements of the scheme, ensuring relevant and important information is recorded and logged as per the schemes reporting guidelines. (particular focus on critical incident reporting)
6. To be fully aware of all policies and procedures in place within the scheme (including Health & Safety), ensuring attendance and participation at all related training.

REQUIREMENTS OF THE ROLE:

- You will be required to participate in the company performance and staff review process
- To adhere to and model the company values, behaviours and competencies at all times
- To carry out all duties of the post in accordance with Praxis rules, regulations and policies
- To carry out additional duties of the role and all other required duties as and when necessary
- To work the necessary hours to fit the needs of the scheme (this may include working early shifts, late shifts, evenings, weekends, nights and sleep-in night duties)

The above mentioned duties are not exhaustive and the post holder will be required to carry out other duties as and when necessary. It should be noted that stated duties or location associated with the post may change to meet the future needs of the organisation.

ORGANISATIONAL STRUCTURE

	DIRECT / INTERNAL	INDIRECT / EXTERNAL
BUDGET	0	0
STAFF	Nil	
LIAISON & INFLUENCE	<ul style="list-style-type: none"> Other Support Workers, Team Leaders, Line Manager Service Users 	<ul style="list-style-type: none"> Health Trust and Regulatory bodies Service Users Families External Suppliers

CRITERIA	ESSENTIAL	DESIRABLE
EDUCATION / TRAINING QUALIFICATIONS	<ul style="list-style-type: none"> Good Literacy and numeracy skills 	<ul style="list-style-type: none"> QCF Level III in the Health and Social Care or Professional qualification in Social Work or First/Second Level Nursing and Occupational Therapy or BTEC Level 5 HND Diploma in Health and Social Care(QCF)
EXPERIENCE	<ul style="list-style-type: none"> Interest in working with people within a care environment 	<ul style="list-style-type: none"> Experience working within a care environment
SKILLS AND COMPETENCIES	<ul style="list-style-type: none"> Full valid drivers licence on application and access to own vehicle on appointment Good interpersonal skills Good oral and written communication skills Ability to use initiative Excellent organisational skills 	
ATTRIBUTES	<ul style="list-style-type: none"> Calm and level-headed Ability to use initiative Patient and tolerant Approachable and understanding Respectful 	

DECISION MAKING AUTHORITY	RECOMMENDATION TYPES AND LEVELS
<ul style="list-style-type: none"> Ability to make low-medium level decisions within clearly defined parameters as defined by Team Leader and Manager 	<ul style="list-style-type: none"> Can put forward suggestions and recommendations to Team Leaders regarding areas of improvements within scheme and also suggestions for variations within service users care plans