

Job Description

DIRECTORATE:	Social Services & Wellbeing
DEPARTMENT:	Extra Care
POST:	Social Care Worker
GRADE OF POST:	GR05
RESPONSIBLE TO:	Deputy Care Manager

JOB PURPOSE:

As a social care worker you will contribute to Bridgend County Borough Council's delivery of an efficient and effective Independent Living and Residential Extra Care service, whilst meeting the principles of the Social Services and Wellbeing Act 2016 (Wales) and the requirements of the Regulation and Inspection of Social Care (Wales) Act 2016.

Delivering services for people working within the principles of a 'Home for Life' model in an Extra Care facility. Working in partnership with Linc Cymru to support people to maximise their independence whilst enabling people to achieve agreed and positive outcomes.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- Supporting independence of people within the context of their own home.
- Enabling people to access services to achieve their full potential within an independent environment or within a 24 hour care and support residential facility
- Supporting and assisting people with dementia or other cognitive needs within the residential facility of the Extra Care Service.
- Visiting individuals within their own tenancies to support and assist people's needs according to their Care & Support Plan.
- Enabling people to maximise their own abilities and skill not undertake tasks that the person is capable of safely completing.
- Supporting with personal care tasks (such as washing, toileting and dressing) in accordance with their Care & Support Plan.
- Assisting and supporting people to manage their own medication where appropriate in accordance with the Directorate's medication Policies/Procedures.

- Undertaking general duties where specified in the Care & Support Plan, to include: maintaining cleanliness of the person's home; assisting the person to prepare meals or snacks by using the facilities available; assisting with laundry and ironing.
- Actively encouraging people to participate in all aspects of daily activities to meet preferred outcomes.
- Developing and maintaining good working relationships with individuals by getting to know 'what matters' to them.
- Maintaining and fostering good communication and working relationships with relevant colleagues, other agencies and informal carers.
- Contributing to the protection and safeguarding of all individuals living within the extra care and report concerns or issues relating to inappropriate practices.
- Contribute to the planning process, preparing reports and attending meeting/reviews as part of key worker role. Maintaining records as required, reporting and recording in an appropriate manner matters relating to people within the facility.
- Taking responsibility for being aware and adhering to the standards, policies and procedures of Bridgend County Borough Council. These include Health and Safety, Risk Assessment and the Code of Professional Practice for Social Care.
- To ensure successful completion of the All Wales Induction Framework for Health and Social Care processes.

GENERAL DUTIES

Health and Safety

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](#)

Equal Opportunities

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

Safeguarding

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding and Quality Team or Children's Safeguarding Assessment Team.

Review and Right to Vary

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

CRIMINAL RECORDS CHECK (WHERE APPLICABLE)

This post requires a criminal records check through the Disclosure & Barring Service (DBS)

Attributes	Requirements	Essential	Method of Evaluation/Testing
	<ul style="list-style-type: none"> • Ability to communicate clearly and effectively both verbally and in writing. • Ability to relate to people. To show respect and have a non-judgemental attitude. • Ability to work within a team and on own initiative. • Ability to prioritise. • Flexible, motivated and enthusiastic. • Driving licence with access to car for work purposes. • The ability to communicate through the medium of welsh. 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>selection process.</p>

Job Description

DIRECTORATE:	Social Services & Wellbeing
DEPARTMENT:	Extra Care
POST:	Night Care Worker
GRADE OF POST:	GR04
RESPONSIBLE TO:	Deputy Care Manager

JOB PURPOSE:

As a night care worker you will contribute to Bridgend County Borough Council's delivery of an efficient and effective Independent Living and Residential Extra Care service, whilst meeting the principles of the Social Services and Wellbeing Act 2016 (Wales) and the requirements of the Regulation and Inspection of Social Care (Wales) Act 2016.

Delivering services for people working within the principles of a 'Home for Life' model in an Extra Care facility. Working in partnership with Linc Cymru to support people to maximise their independence whilst enabling people to achieve agreed and positive outcomes.

PRINCIPAL RESPONSIBILITIES AND ACTIVITIES:

- Attending to personal needs of clients, including personal property.
- Attending to personal care tasks including:- dressing, washing, bathing, feeding and toileting of clients.
- Undertake laundry and ironing duties within the residential facilities as directed.
- Operating electrical equipment and mechanical cleaning and laundry equipment.
- Actively pursuing a personal development plan.
- Cleaning work location.
- Cleaning of kitchen equipment and dishes.
- Completing appropriate paperwork where necessary.
- Participating fully in the rota

GENERAL DUTIES

Health and Safety

To fulfil the general and specific roles and responsibilities detailed in the [Health and Safety Policy](#)

Equal Opportunities

To ensure that all activities are operated in accordance with Equal Opportunities legislation and best practice.

Safeguarding

Protecting children, young people or adults at risk is a core responsibility of all employees. Any concerns should be reported to the Adult Safeguarding and Quality Team or Children's IAA Service within MASH.

Review and Right to Vary

This Job Description is as currently applies and will be reviewed regularly. You may be required to undertake other tasks that can be reasonably assigned to you, including development activities, which are within your capability and grade.

CRIMINAL RECORDS CHECK (WHERE APPLICABLE)

This post requires a criminal records check through the Disclosure & Barring Service (DBS)

Attributes	Requirements	Essential	Method of Evaluation / Testing
	<ul style="list-style-type: none"> • Good observation & listening skills • Able to follow and complete delegated tasks • Ability to role model and demonstrate best practice • Ability to work flexibly and proactively. • Ability to support individuals in a wide variety of situations and or setting • Ability to work flexibly as part of a team on rota to include weekends bank holidays • Hold a full driving licence or evidence that you are currently learning to drive • Ability to communicate through the medium of Welsh. 		