

JOB PROFILE

Post Title: Social Care Worker Grade

Post No: GENERIC

The purpose of the job is to actively provide person-centred care in accordance with relevant legislation and guidelines. To attend to the physical, social and emotional needs of the service users in your care, this could include;

- Older people, including those with needs associated with dementia;
- Children and young people, including those with special needs;
- Adults with learning disabilities;
- Adults with physical disabilities; and
- Adults with mental ill-health

in their own homes and/or in a residential, supported accommodation or day-care setting.

In accordance with the Scottish Social Services Council; all Social Work Service workers must adhere to the following Codes of Practice:

- Protect the rights and promote the interests of service users and carers;
- Strive to establish and maintain the trust and confidence of service users and carers;
- Promote the independence of service users while protecting them as far as possible from danger or harm;
- Respect the rights of service users while seeking to ensure that their behaviour does not harm themselves or other people;
- Uphold public trust and confidence in social work services; and
- Be accountable for their practice and take responsibility for maintaining and improving their knowledge and skills.

The main duties of the Social Care Worker Grade G are:

- To provide physical, emotional, spiritual, intellectual, cultural and social care to service users in line with relevant care standards;
- To work alongside the keyworker in accordance with current policy and practice, with respect to identified service users;
- To undertake the keyworker role as part of a personal development plan.
- To assist with keeping care plans and risk assessments up-to-date and other relevant administrative tasks;
- To work closely with the keyworker to ensure service users and their families or representatives are as fully consulted and informed about their care as they want to be;
- To assist in the assessment of service users to ensure the service will be able to meet their needs;
- To participate in monitoring and evaluation of service users' care plans and risk assessments;
- To support service users in developing and/or maintaining their identity;
- To contribute to the provision of advocacy for service users;

- To promote equality of opportunities and non-discriminatory practice;
- To assist service users to develop and/or maintain contact with family, friends, health and other support services as appropriate;
- To assist service users with their own paperwork, appointments, homework etc, as appropriate;
- With guidance, to support individuals where abuse has been disclosed;
- To provide a stimulating environment for service users;
- To prepare and provide agreed individual and/or group activities for service users;
- To administer medication as directed by the individual's care plan in line with relevant procedures;
- To support service users with difficult or potentially difficult relationships;
- To receive and actively participate in regular supervision from designated members of staff;
- To participate in appropriate training and development;
- To participate in staff meetings, case conferences, service user reviews and other meetings;
- To be aware of and comply with relevant health and safety procedures; including infection control measures;
- To be aware of other relevant policies and procedures and apply them appropriately within the service;
- To communicate appropriately within and outwith the service, being mindful of confidentiality;
- To undertake any domestic duties or food preparation as required;
- As part of a personal development plan, to lead shifts as required, after an appropriate induction; and
- To work shifts on a rota system that may include on-call, waking night duties and sleep-ins.

From time to time, the Council may require the Social Care Worker Grade G to undertake duties outside those specified.

Allowances: These will vary according to workbase, they may include stand-by, unsocial hours, sleep-in, essential car user, casual car user, telephone rental and will be detailed on the written confirmation of employment