

**Social Care Worker
Stewarts Care**



Role	Social Care Worker
Duration of Post	Permanent Full Time (39 hours per week).
Closing Date	23rd July 2021
Location	Assigned Designated Centre
Reporting Relationship	Person in Charge
Job Purpose	The role of the Social Care Worker is to ensure a high quality standard of care and support to all Service Users in Stewarts Care.
Scope of the Role	The role of the Social Care Worker is to support the Person In Charge to ensure high quality care in accordance with HIQA standards as required to support strong governance of Designated Centre(s).
Key Duties and Responsibilities	<ul style="list-style-type: none"> • Establish and maintain relationships with service users based on equality and respect. • Ensure that service users receive the highest quality standards of education, training, development and care in accordance with the organisations policies. • Ensure compliance with organisational policies, procedures, national policies and legislation, HIQA standards and any other applicable standards/policies/legislation. • Reporting to the Person in Charge on a regular basis on the effective operation in their work location. • Support the Person In Charge to ensure high quality care in accordance with HIQA standards as required to support strong governance of Designated Centre(s) • Act in such a manner as to ensure a safe and effective work and living environment. • Ensure that the basic health care needs of the service user are being constantly met. • Supervise or support any service user to carry out an activity as required. • Encourage active participation of service user's family and friends in social activities both inside and outside of the house. • Maintain full and effective communication with families and anyone else involved in supporting and caring for the service user. • Develop contacts within the local community based on the interests of the service users that you support, encouraging community integration.

- Be a proactive advocate on behalf of the service users that you support.
- It is the duty of all staff to report all concerns about the safety and welfare of all service users as per section 3.2 of Trust in Care.
- To develop and maintain effective communication with all colleagues regarding service user care.
- Ensure all written records and reports are completed and up to date as appropriate.
- Ensure all internal audits are completed in a timely manner along with any outstanding actions from RPA's and HIQA action plans
- Have a strong person centred vision in the development of vocational and recreational supports in the community
- Implement operational plans as determined by Care Management.
- Effectively and appropriately report and record any complaints and incidents.
- Participate in the overall care of service users as part of a multidisciplinary team.
- Facilitate the development of service user's life skills, education and personal goals through their keyworker role.
- Undertake and ensure that each individual's personal care plan is specific to their individual needs and is complied with at all times.
- To ensure that all efforts are made to cater for the physical and emotional needs of the service user to ensure the highest quality of care.
- Assist in the provision of a high standard of hygiene and organisation within the house.
- To assist in the implementation of nursing treatment as directed.
- Administering medication in line with organisational policy.
- Support the person in charge with rota management and clock cards.
- Driving company vehicles.
- Participate in activities as detailed in the service users personal support plan
- Observe strictly the Code of Confidentiality.
- Comply with relevant statutory provisions and take reasonable care for their own safety, health and welfare and that of any other person who may be effected by their acts or omissions at work.
- Attend training as required
- Report to the Person in Charge without delay and defects in equipment, place of work or systems that may danger the safety of any individual.
- Report all accidents and incidents immediately and complete all necessary reports and forms as required.
- Any other duties as may be assigned from time to time by the Person in Charge.
- Undertake any duties as required in the provision of care and support of service users.

	<i>The above Job Specification is not intended to be a comprehensive list of all duties involved and consequently, the post holder may be required to perform other duties as appropriate to the post which may be assigned to him/her from time to time and to contribute to the development of the post while in office.</i>
Qualifications & Experience	<p>Education and Skills</p> <ul style="list-style-type: none"> • Level 7 Degree in Social Care. • Ability to demonstrate a strong commitment to the values of Stewarts Care to improve the lives of our service. • Ability to work on own initiative • Experience of working with people with complex need in a variety of different situations • Excellent organisational and communication skills • High initiative and integrity • Must have knowledge of all relevant legislation and HIQA standards and a proven ability to implement same. • Excellent IT skills and report writing skills. • Demonstrate a genuine interest in supporting the rights and needs of people with an intellectual disability. • Ability to make clear and concise reports regarding service users, either verbally or in writing. • High level of flexibility, a willingness and an ability to develop new approaches to their work as service users' needs change. • A full clean driving licence is an advantage.
	<i>This job description is a guide to the general range of duties assigned to the post holder. It is intended to be neither definitive nor restrictive and is subject to periodic review with the employee concerned</i>

Terms and Conditions of Employment
Social Care Worker - Stewarts

Remuneration	<ul style="list-style-type: none"> • Current Salary Scale: €33,130- €47,965 Your salary is paid monthly (16th unless when 16th falls on Saturday or Sunday you are paid on the Friday prior to the 16th) by direct credit transfer into any Bank or Building Society of your choice where the paypath system operates.
Annual leave	<ul style="list-style-type: none"> • To be agreed in accordance with work patterns.
Working week	<ul style="list-style-type: none"> • The hours allocated to this post are 39 hours per week with a 7.8 hour standard working day, exclusive of lunch breaks • The allocation of these hours will be at the discretion of the Director of Care and in accordance with the needs of the service

Probation	<ul style="list-style-type: none"> All employees will be subject to a probationary period of 6 months, with an extension if required to 9 months. This probationary period applies to all employees irrespective of their role or type of role.
Garda Vetting	<ul style="list-style-type: none"> Stewarts will carry out Garda vetting on all new employees. An employee will not take up employment with the organisation until the Garda Vetting process has been completed and the organisation is satisfied that such an appointment does not pose a risk to the service users and employees.
References	<ul style="list-style-type: none"> Stewarts will seek up to two written references from current and previous employers, educational institutions or any other organisation with which the candidate has been associated. Stewarts reserves the right to determine the merit, appropriateness and relevance of such references and referees.

This is not an exhaustive list of duties. You may be required to perform any other such duties as may be assigned by your manager or person nominated by them. As the duties and responsibilities of any post in Stewarts are likely to change with on-going needs of services users, staff are expected to have high level of flexibility and a willingness to develop new approaches to their work.