



Job Title	Support Worker
Responsible To	4Ever Unique Manager
Salary	£8.21-9.25 dependant on qualifications and experience
Hours	30 hours per week to be worked flexibly between the hours of 8:45am and 6:15pm to suit the needs of the business

Job Summary

The Support Worker will work as part of a small team, under the direction of the 4Ever Unique Manager, providing high quality care and social opportunities for disabled young adults who attend 4Ever Unique daytime support service.

Job Description

- To promote a welcoming and supportive environment that is safe and stimulating for the young adults and caters to their individual needs
- To create and maintain good relationships with the young adult's parents and carers
- To assist the 4Ever Unique Manager, when required, in the upkeep of all paperwork relevant to the running of the service including Risk Assessments
- To complete the Skills for Care Certificate
- To provide the necessary support and care to the young adults to meet their individual needs
- To plan and deliver activities, projects and trips that are aimed at developing the independence and confidence of the young adults
- To use enthusiasm and skills to encourage the young adults to participate in the planned activities, projects and trips
- To assist with transporting young adults to and from the centre as necessary ensuring that relevant training is being applied at all times
- To deliver personal care to the young adults
- To maintain and update all services users personal information and records as required
- To safeguard the confidentiality of all service user information and records
- To ensure all Unique Kidz and Co Policies and Procedures are adhered to and implemented at all times
- To provide continuity in the absence of the 4Ever Unique Manager

- Such other duties or responsibilities as may reasonably be required

This job description will be reviewed regularly in light of changing service requirements and any such changes will be discussed with the post holder.

Person Specification: Support Worker

Requirement	Essential	Desirable	How Assessed
Qualifications	<ul style="list-style-type: none"> • Level 1 and 2 Safeguarding Children and Young People or the willingness to attend training • Level 2/3 in Health and Social Care, Learning Support or equivalent • Skills for Care Certificate or the willingness to complete 	<ul style="list-style-type: none"> • Full UK Driving Licence • Training in First Aid, MiDAS, Moving and Handling, Food Hygiene and Fire Safety, Administration of Medication 	Application Form
Experience & Knowledge	<ul style="list-style-type: none"> • Knowledge and understanding of young adults with disabilities • Experience of working as part of a team • Knowledge of good practice • Knowledge and understanding of Risk Assessments and Health and Safety 	<ul style="list-style-type: none"> • Experience of working in a high quality care setting • Experience of communicating with parents/carers and external agencies 	Application Form / Interview
Skills & Abilities	<ul style="list-style-type: none"> • Excellent communication, interpersonal and writing skills • Ability to lead an activity or project with the young adults needs in mind 	<ul style="list-style-type: none"> • Makaton • Specialist skills and interests that would be of benefit to 4Ever Unique 	Application Form / Interview
Personal Attributes	<ul style="list-style-type: none"> • Friendly, positive and professional manner • Enthusiasm • Team player • Flexibility 	<ul style="list-style-type: none"> • Creativity 	Interview
Other	<ul style="list-style-type: none"> • Evident passion for the charity and its services 	<ul style="list-style-type: none"> • Knowledge of Unique Kidz and Co and the services it provides 	Interview