

<b>Job title</b>	Senior Support Worker (day or night)
<b>Reports to</b>	Team Leader supported by Clinical Support Manager
<b>Clinically supported by</b>	Clinical Support Manager
<b>Work Location</b>	The Chaseley Trust

### Job purpose

To provide high quality care to all residents. To provide leadership and direction on the care shift.

### Duties and responsibilities

#### Quality and Regulation

1. To ensure the delivery of high-quality personal care following the care plan and individual resident wishes to ensure the comfort and dignity of each resident
2. Adhere to the local Safeguarding policy, following the Duty of Candour requirements
3. Monitor the delivery of care when on duty to ensure that it is of high quality and maintains the dignity and well-being of residents
4. Understand the importance of privacy, dignity, choice and consent and uphold these basic rights at all times
5. Contribute to the individualized person-centered care planning process of each resident and recording appropriate daily interactions and observations.
6. Complete all regulatory and statutory training requirements and comply with all company policy and procedures whilst at work
7. Individual key worker responsibility for residents ensuring that residents receive one-to-one quality time when on duty. Additionally supervising the care team to ensure they perform their key worker responsibilities.
8. In consultation with the resident/families offer support to maintain the resident's room, clothing and property in order.
9. Train and develop new starters/agency staff supporting sign off for induction and probation.
10. Lead on residents physical and mental well-being and ensure that all residents are treated with dignity

#### Clinical Tasks – on sign off of training only

1. Record observations including weight, temperature, pulse, blood pressure, nutrition, and document fluid and food intake/output as identified in the care plan. Recording this in nourish.
2. Perform a range of clinical skills appropriate to the individual resident needs. These could include blood pressure, temperature, pulse, oxygen saturation, respirations, manual evacuation, enema, bladder wash out, suppository, peristeen pump, peg flush, setting up nutrison pump, and blood glucose monitoring as identified in the care plan. Ensuring that these are accurately documented reported and acted upon as necessary.
3. Wound Care- only protective dressings to be applied, under strict direction of nurses.
4. Distribution of pads
5. To undertake Basic life Support and First Aid training and update at least annually

6. Subject to appropriate training in accordance with the Chaseley Trust Administration of Medicine Policy, undertake appropriate Medication duties including ordering, stock control, reviewing and acting on near miss events by reporting to the nurse in charge.
7. To have a knowledge and understanding of The Chaseley Trust clinical policies and strategies and ensure knowledge is kept up to date.
8. Checking and monitoring of support workers completion and accuracy of nourish system.
9. Checking of slings and equipment.

### **Leadership**

1. Supervise the delivery of high-quality care within the Support Worker Team
2. Direct, support, mentor and act as a role model for Support Workers and other Senior Support Workers where appropriate
3. Complete supervision and team communications for support workers assigned
4. Provide feedback on new starters to the Clinical Support Manager to support the probation process

### **General**

1. Engage in supporting and delivering activities for residents
2. Work collaboratively within the clinical team to promote a healthy, professional and friendly atmosphere for all residents and their families and friends
3. Support new residents and their families and friends to the home in orientation of the environment
4. Maintain communication and working relationships with healthcare professionals in the home.
5. Be professional, courteous and transparent in your communication.
6. Assist and actively encourage the social care and the well-being of residents with the care team. Leading on residents being taken to social areas of the home and engaging in activities and events.
7. Prepare food trays and dining rooms to The Chaseley Trust standard and support residents with their meals and drinks
8. Supporting the escorting of residents when required out of the home for appointments etc. following completion of a risk assessment by the registered nurse
9. Attend opportunities for clinical/personal training and development
10. Any other reasonable task requested by the Clinical lead or Registered Manager which is within your competence

### **Working conditions**

- Bank holiday and weekend working
- Shift work including night duty
- Working across all floors
- This is physically demanding, you will be required to stand for extended periods of time and do repetitive tasks with few breaks

### **The Chaseley Trust subscribes to Well Led**

Good leadership, at all levels of the organisation, shapes its culture into one where people who use the services and the quality of care come first

- strong & effective leadership
- a supportive and values-driven culture
- encouraging teams to work together
- stable management
- open and collaborative

### **Safeguarding**

Chaseley Trust is committed to safeguarding and promoting the welfare of vulnerable adults, employees and volunteers. All offers of employment with the trust are subject to pre-employment checks which will include References, Health, Right to Work in UK, a satisfactory Enhanced DBS. Please note that under the GDPR, by making your application, you are consenting to Chaseley Trust processing and retaining your personal information for the purposes of the application. You have the right to withdraw your consent and ask for your data to be deleted at any time, however it will then not be possible for Chaseley Trust to process your application any further.

### **Final Statement**

Please note, irrespective of the post held, and at all times you are responsible for the health and safety of yourself, colleagues, Residents and visitors.

This job description will be agreed between the jobholder and the officer to whom he/she is accountable.

It is a reflection of the present position and will be subject to review and alteration in the event of any future development within the Chaseley Trust. It will be used as the basis for the determination of objectives.

-----  
Please sign and return one copy to HR.

Job Holder Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Person Specification

Requirement	Essential	Desirable
Education, training and qualifications		<ul style="list-style-type: none"> <li>GCSE English and Maths at Grade C or above, or equivalent</li> <li>Level 3 NVQ or Advanced Diploma in Health and Social Care</li> </ul>
Knowledge	<ul style="list-style-type: none"> <li>Able to demonstrate specific knowledge of clinical care in residents with neurological and spinal injuries.</li> </ul>	
Experience	<ul style="list-style-type: none"> <li>Care home or caring experience</li> <li>Supervising a team</li> </ul>	<ul style="list-style-type: none"> <li>Customer service experience</li> </ul>
Personal –attributes	<ul style="list-style-type: none"> <li>Team player</li> <li>Caring</li> <li>Enthusiastic manner</li> <li>Trustworthy and honest</li> <li>Can-do attitude</li> <li>Strong communicator</li> <li>Personally committed</li> <li>Learns from mistakes</li> <li>Tenacious and resilient</li> <li>Takes accountability</li> <li>Professional</li> <li>Integrity and confidentiality</li> </ul>	
Skills and abilities	<ul style="list-style-type: none"> <li>Clinical and/or caring skills</li> <li>Good verbal and written communication skills</li> </ul>	
Other special requirements	<ul style="list-style-type: none"> <li>Physically able</li> </ul>	<ul style="list-style-type: none"> <li>Willing to undertake further training to Care Practitioner level</li> </ul>