

Job Description

Role title	Senior Residential Care Worker
Reporting line	Registered Manager
Division	Children's Residential West

Role Purpose At Cambian, our vision is to inspire lives and to continually develop them. And not just the individuals in our care but their families and communities too! As a leading provider of behavioral services to Children, we are making sure that the support we offer is constant, reliable and of the highest possible quality at all times As such, the purpose is clear, to assist the Registered Manager and/or the Deputy Manager in achieving the aims and objectives of the Statement of Purpose and uphold the organisations mission statement and values. To support and manage the staff team to enable them to meet the needs of the children and young people. To undertake direct work with children and young people as appropriate. To ensure each shift is planned and resources allocated. To work in partnership with other professionals to achieve optimum outcomes for young people. To offer supervision and support to staff in line with National Minimum Standards and as directed by the Registered Manager and/or the Deputy Manager Key Focuses: ▪ Always looking for ways to innovate and improve ▪ Safeguarding those in our care ▪ Contributing positively to the lives of others ▪ Maintaining accountability for engagement of all ▪ Supporting the development of colleagues and the empowerment of service users
Our Values ▪ Friendly ▪ Positive ▪ Innovative ▪ Empowering ▪ Person-Centred These values are more important than where we have worked or the positions we have held. They underpin the decisions we make and the actions we take
Duties & Responsibilities Providing care for young people whilst continually demonstrating our values by: ▪ Ensuring that each member of staff is aware of each child's care plan and their responsibilities for its implementation ▪ Attending childcare reviews and planning meetings to provide information and achieve best outcomes for young people ▪ Undertaking direct work with young people and acting as an appropriate role model ▪ Maintaining accurate written records in logs, continuation sheets and files both to record

information and enable regular monitoring and evaluation to take place

- Chairing children's meetings and facilitating consultation with young people generally
- Acting as an appropriate adult at PACE interviews
- Developing in consultation with young people and staff routines in relation to all aspects of child care
- Clarifying expectations in relation to maintaining the Home in a clean and orderly condition
- Creating rotas which fit best with children's needs and which allow proper handovers between shifts
- Ensuring that there are appropriate and adequate reporting and recording systems in place to comply with National Minimum Standards
- Attending to all administration issues in relation to the Home and the provision of weekly management information reports for Central Services

Contribute to your team whilst demonstrating our values by:

- Providing supervisory control and direction in relation to staff duties and responsibilities
- Taking responsibility for planning shifts and ensuring their smooth running when on duty
- Providing consultation and informal advice/support to empower staff related to day-to-day matters
- Offering 1:1 supervision to staff in line with National Minimum Standards
- Contributing to team and staff meetings to facilitate and encourage good communication and staff development
- Ensuring staff work within the Home's policies, procedures and National Minimum Standards requirements
- Assisting with the recruitment and retention of staff including induction training for new staff into the home
- Supervising new starters during their probationary period to ensure they receive best in class support and the best possible start
- Developing a management style that demonstrates our values and which balances the need to exercise control and give direction with the need to empower staff to make appropriate decisions
- Identifying and progressing individual training and development needs of staff in the context of their personal development plans
- Undertaking annual appraisal of staff and addressing issues related to conduct and competence of staff
- Undertaking management investigations when required
- Assisting the Registered Manager in promoting personal and professional development through the appropriate delegation of duties and responsibilities
- To assist the Registered Manager and/or the Deputy Manager in the implementation of all aspects of the Statement of Purpose
- To run in-house workshops on childcare related matters to facilitate implementation of formal training and improve childcare practice
- To drive company vehicles – subject to policies and procedures
- To work on a rota basis according to the needs of young people
- To ensure that resources are allocated appropriately and financial records are accurately maintained under the direction of the Registered Manager and/or the Deputy Manager
- To receive supervision in-line with National Minimum Standards and to take responsibility for personal development and progress of individual training needs
- To carry out all other reasonable tasks as directed by the Registered Manager and/or the Deputy Manager
- To deputise in the absence of the Registered Manager and/or Deputy Manager to ensure a friendly, positive, innovative, empowering and person-centred environment at all times

Be innovative to promote efficient and effective allocation of resources whilst demonstrating our values by:

- Ensuring adequate staffing levels that meet the needs of the Home
- Maintaining budgets effectively and monitoring the use of finances properly including petty cash returns and weekly attendance records
- Ensuring that company vehicles are clean and regularly maintained
- Monitoring closely the fabric of the building (including fixtures, amenities and grounds) and taking

remedial action where necessary
Safeguarding
All colleagues bear responsibility to protect and safeguard vulnerable individuals at risk. All colleagues are required to attend safeguarding awareness training and additional appropriate training whenever required
Pre-Employment Checks
All colleagues must be willing to undergo a full background check prior to starting in post. This will include: ▪ Enhanced Disclosure ▪ Right to Work Checks ▪ Full Employment History going back to the age of 11 ▪ Reference contact information for all roles within the past three years and all roles that involved working directly with children or the vulnerable going back to the age of 11 ▪ Overseas police check (if applicable)

Person Specification

	Essential	Desirable
Values	Friendly Positive Innovative Empowering Person-Centred	
Qualifications & Accreditations	Desire to work towards obtaining Diploma Level 3 Children & Young People Workforce	Diploma Level 3 Children & Young People Workforce or Equivalent Full Clean UK Driving License Management/Supervisory Qualification
Knowledge & Skills	National Minimum Standards Children Act and other relevant legislation Awareness of Equal Opportunities/ADP issues Team Building Skills Supervision Skills Ability to manage teams effectively Ability to communicate both verbally and in writing Understanding the needs of BESD children including managing challenging behavior Excellent organisational skills	Counselling Training Drugs Awareness

	Ability to motivate and enthuse staff	
Experience	12 months relevant supervisory experience	Working in a residential setting with young people with challenging behavior Acting as an appropriate adult (PACE)