

Assistant House Parent (Relief)

Papdale Halls of Residence

At a glance:

Grade: C/D

Salary: As per advert

Allowances:

- Distant Islands Allowance.

Job Purpose:

Work as part of a team to support and enrich the learning and development of young people within Papdale Halls of Residence.

To work directly with and support young people residing in Papdale Halls of Residence and who may have additional support needs – encouraging their independence, sense of identity and social and emotional wellbeing.

For application support contact hrsupport@orkney.gov.uk or call **01856 873535 ext.2250**

Benefits and Support

5.6 weeks statutory annual leave, inclusive of Public Holidays (pro-rata)	Comprehensive induction process
Potential to join Local Government Pension Scheme	Employee Assistance Programme

Main Duties and Responsibilities

Aspire to the highest professional standards and ensure that working practices are person centred.

Adhere to recognised principles of good practice and the National Health and Social Care Standards.

Support the creation of a warm, caring ethos in which every child and young person feels secure, respected and valued and where they are encouraged and supported to develop intrinsic motivation, self-confidence and respect for others.

Contribute to the development of a stimulating environment in which children and young people are supported and motivated to engage with others in physical, intellectual, social and cultural activities, including helping to ensure that resources and materials compliment individual interests.

Work directly with children and young people to support the development of independent living skills, this may include assistance with changing and laundering of bedding, towels, clothing, maintaining personal hygiene, general tidiness and upkeep of individual bedrooms as well as shared communal area's and to use these as learning opportunities to support skill development and independence.

Actively listen to children and young people, value their opinions and contributions and help assess a range of approaches which ensures all children and young people have opportunity to engage in consultation, participation and improvement planning.

Use a range of approaches to gather and record information, to include feeding back to team meetings and supervision and to use this to reflect on each child or young person's development to assist house parents, parents and children and young people in the development of Personal Plans.

Undertake any domestic or food preparation as required.

Work with relevant support agencies to meet the needs of children and young people and their families, which may include contributing information as part of this process.

Contribute to team development by sharing good practise, recognising the skills of others and supporting new initiatives

Support children and young people with educational needs including communicating with the Guidance team where appropriate and assisting with homework.

Establish positive relationships with children, young people, colleagues, parents/carers and support children and young people to maintain contact with family and friends, education, health and other support services.

Use a range of computer packages, including Microsoft Office to contribute to Personal Planning and completing daily records and iLearn for personal training purposes.

Responsibilities for All

Embody the Council Values of Accountable, Reliable, Considerate and Collaborative.	Participate in team meetings, 1 to 1s, supervision and good conversations process
Handle all information in confidence and in line with Data Protection requirements	Comply with the Council Employee Code of Conduct
Work safely to prevent risk to yourself and others	Comply with relevant professional body codes of practice/conduct
Ensure Equality, Diversity and Inclusion	Any other duties appropriate to your grade
Undertake mandatory and relevant training and development	Where required Support the Council's emergency response

Skills and Requirements

Must have

For appointment Grade C

Appointment at grade C will be for applicants that do not currently hold both the required qualifications to meet SSSC registration requirements.

Where either of the required qualifications is not held; they will require to be achieved within a 3-year period.

For appointment at/progression to grade D

SVQ3 in Health and Social Care and HNC in Social Care or other relevant qualifications to meet the registration requirements of the Scottish Social Services Council as a worker in school care accommodation.

Recent experience of direct work with children/young people or other vulnerable service users.

Knowledge of relevant legislation and frameworks which supports the Safeguarding, Wellbeing and Protection of Children and Young People, including the National Health and Social Care Standards, SSSC Codes of Practice for Social Service Workers and Getting it right for Every Child framework

Experience of making an effective contribution to the delivery of activities for groups or individuals, including strategies to enable participation.

Experience of developing warm respectful relationships with children/young people and/or vulnerable adults.

Knowledge and understanding of partnership working with other agencies

Requirements of the Role

Disclosure/PVG:	PVG Children	Convictions to Declare:	All
Politically Restricted Post:	No	Sponsorship:	No
Work Additional Hours:	No	Term Time Post:	Yes