# Role Profile

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| **Post Title:** | **Senior Social Care Worker** |
| **Grade:** | **8** |
| **Date Created:** | **29th November 2018** |

# ROLE DEFINITION

To lead a team and undertake the role of primary care giver, in an older people's residential setting, to the National Standards established by the Care Commission.

# KEY TASKS AND RESPONSIBILITIES

## Corporate Responsibilities

- Undertake individual role in line with the Council's Strategic Priorities and in compliance with the Council's corporate policies and procedures.
- Undertake any other reasonably required duties as instructed by Management or someone acting on their behalf, in addition to the role specific tasks & responsibilities detailed below.

## Role Specific Tasks & Responsibilities

- Support and lead a team, delivering care at night to older people in a residential care setting.
- Be aware and promote National Care Standards.
- Carry out and promote personal supervision to staff.
- Carry out continuous assessment of activities and daily living tasks.
- Monitor standards of practice.
- Draw up effective, person-centred care plans as required, which identify the individual needs of service users and the procedures required to implement them,
- Help service users to adapt to change positively.
- Involved in the formulation, implementation and planning of reviews for service users, taking account their changing care needs, and planning appropriate support packages.
- Undertaking of extended personal care tasks as per agreed procedures.
- Promotion of service user's independence.

- Undertaking report writing, recording and other appropriate administrative processes.
- Liaising with other agencies and staff as appropriate regarding service user needs.
- Training and professional development as appropriate.

# ESSENTIAL / DESIRABLE CRITERIA

| | Essential | Desirable | Evidence |
|---|---|---|---|
| **Education and Qualifications** | • HNC and SVQ Level III in Health and Social Care or equivalent qualification recognised by the SSSC | • Supervisory qualification | • Application Form<br>• Interview |
| **Experience** | • Providing care for older people<br>• Experience in a senior role<br>• Report writing | • Supervising staff | • Application Form<br>• References<br>• Interview |
| **Specialist Knowledge** | • Understanding of the needs of older people<br>• National Care Standards<br>• Dementia and the way it affects people | • Person-centred care planning<br>• Team working and group dynamics<br>• First Aid | • Application Form<br>• Interview<br>• Pre/Post-Interview Check (if appropriate) |
| **Skills and Abilities** | • IT skills<br>• Written and verbal communication skills<br>• Lead and motivate a team<br>• React calmly to stressful situations<br>• Identify and articulate the needs of the service users and carer | • | • Application Form<br>• References<br>• Interview |

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| | • Relate well to older people | | |
| **Other** | • Required to work night shift, flexibly including weekends<br>• Required to join the PVG Scheme for this type of regulated work<br>• Undertake CALM and Moving and Handling training<br>• Registered or in the process of registering with the SSSC | • | • Application Form<br>• Interview<br>• Pre/Post-Interview Check (if appropriate) |

***Please be aware that the successful candidate must be able to travel throughout North Ayrshire (own car/public transport/pool cars etc) for work purposes, meetings, training courses etc.***

# OUR STAFF VALUES & BEHAVIOURS

| Value | Behaviours |
|---|---|
| **Focus**<br>we put our customers first<br>we understand the bigger picture | • Provide excellent customer services<br>• Meet and, where possible, exceed the expectations of internal and external customers<br>• Understand the performance levels and standards required within our own role and strive to achieve and, where possible, exceed these<br>• Know how the work we do fits into the overall performance of the Council |
| **Passion**<br>we take pride in the jobs we do<br>we are ambitious for our community | • Take ownership of our own actions and performance<br>• Reflect on the work we do and consider how it could be improved<br>• Have a positive impact on the lives of our customers and their communities<br>• Push the boundaries to help our customers and communities realise their potential |
| **Inspiration**<br>we all look for better ways to deliver our services<br>we achieve the best results by working together | • Find new ways to deliver improvements, efficiencies and value for money<br>• Embrace change with enthusiasm and creative ideas<br>• Work together and creatively produce the best outcomes for our customers and communities<br>• Plan all activities with the end goal in mind |