FALKIRK COUNCIL

make it happen
council of the future

Job Profile

Job Title:	Community Care Worker
Reporting to:	Team Manager
Responsible for Line Management of:	N/A
Your Job is to:	Working as a member of a locality based Community Care Team you will work with individuals, carers and communities to enable people to live as full and positive lives as possible within supportive communities. You will be expected to contribute to the development of innovative ways of working which will enable Falkirk citizens to have access to information, support and services within their communities. You will focus on assessment and planning within the relevant legislative context.
Grade:	I

What you will do :

Job Specific Tasks

1. Undertake outcomes focussed assessments and reviews in collaboration with service users and carers including risk assessment
2. Support people to self manage, sign post to community resources and commission formal services as required with internal and external providers
3. Ensure quality recording on relevant Social Work Information systems
4. Engage appropriately in professional supervision
5. Manage a defined group of allocated service users as per the demand of adult social work services and participate in duty system
6. Carry out duties and responsibilities of the Adult Support and Protection (Scotland) Act 2007 and other relevant legislation
7. Collaborate with NHS, home care and third sector partner as per integration of health and social care
8. Further to assessment arrange for the safe provision of necessary equipment and adaptations for independence
9. Active participation in Continuous Professional Development activities
10. Undertake other tasks as may be required by your Team Manager/supervisor

Job Demands

1. You will be office based with travel between locations.
2. You will be required to plan and organise your own workload.
3. You will regularly be responsible for cash handling or processing financial transactions such as invoices
4. You will be expected to communicate well with colleagues and others.
5. You will have excellent written and verbal communication skills.
6. You will encounter individuals whose circumstances mean they are distressed because of their physical, emotional and/or mental health needs.
7. You will assess the needs of individuals or groups.
8. You will be responsible for handling and processing information.
9. You will be responsible for moderately expensive equipment.
10. You will occasionally be required to work out-with normal office hours.
11. You will be required to maintain confidentiality at all times.

Health & Safety

1. Work safely and follow procedures.
2. Take care of own health and safety and that of others whilst at work.
3. Comply with the Council's Health and Safety Policy.
4. Help create and promote a positive health and safety culture.

Person Profile

Essential Education & Professional Qualifications & Memberships	Ideally you will have	How we assess this
• Excellent numeracy and literacy • Degree in relevant subject area • Dip. SW, CCS, CQSW, Dip. COT, BSc OT • Gain/maintain SSSC registration. • Gain/maintain PVG membership for working with Children & Protected Adults		Application Form Interview Qualification
Essential Skills, Knowledge & Experience	**Ideally you will have**	**How we assess this**
• Organisational skills • Excellent interpersonal skills • Experience working as part of a team. • Experience working in a Multi-disciplinary/partnership. • Knowledge of relevant Health and Social Care legislation	• Experience in moving and handling. • Experience working with adult care groups. • Experience working in a community setting. • Gaelic language skills	Application Form Interview
Falkirk Council Values & Behaviours		**How we assess this**
• Demonstrates behaviours which are consistent with Falkirk Council Values **(Responsive, Innovative, Trusted, Ambitious)**		Application Form Interview