Aberdeenshire COUNCIL **Job Profile**

April 2024

1. JOB IDENTITY

Post Title:	Support Assistant	**Service:**	Health & Social Care
Section:	Day Services (Learning Disability)	**Grade:**	Care E
Reports to:	Manager / Assistant Manager / Senior Support Co-ordinator		

2. JOB PURPOSE

- Meet the care and support needs of service users and enable them to progress towards maximum independence through group and one-to-one work in day services, projects, community and home settings

There is a responsibility for the post holder to demonstrate a commitment to quality service delivery through continuous improvement for the benefit of the Service and the organisation

3. CORE RESPONSIBILITIES / DUTIES

- Support service users on a one-to-one basis and in groups to be involved in activities which will develop their skills (e.g. in independent living, communication, learning, progress towards employability)
- Contribute to the maintenance and updating of personal care plans, risk assessments and reports and liaise with other professionals as required
- Assist service users in all aspects of personal care
- Adhere to Health & Safety policies in respect of service users and staff at all times
- Use of approaches to manage behaviours that challenge in care settings
- Support service users within a range of day service and community settings
- Support service users whilst travelling to service locations and/ or support practice of travel training skills
- Encourage and enable service users to participate in positive opportunities to achieve outcomes detailed in individual care plans.
- Support service users' use of self-advocacy skills (e.g. assisting service users to express their own views)
- Promote equality of opportunity for people with disabilities in the community

Agreed

4. QUALIFICATIONS AND TRAINING

Essential:

- Academic achievement to Scottish National 4 or 5 level, Standard grades or equivalent transferable experience and skills. (You will be required to complete SVQ Level 2 / SCQF Level 6 in Social Services and Healthcare within specified time period to meet SSSC registration requirements)
- SSSC registration at Support Worker level must be obtained within 3 month timeframe
- Ability to undertake mandatory training
- Ability to travel within the relevant location area

Desirable

- Current valid Driving Licence

5. EXPERIENCE

Desirable

- Experience of working with people with a range of disabilities
- Experience of working with people with challenging behaviour

6. KNOWLEDGE AND SKILLS

Essential:

- Knowledge and understanding of the needs and rights of people with disabilities
- Comfortable undertaking close personal care
- Organisational skills
- Ability to work as part of a team and also independently
- Ability to communicate with people with a range of different communication needs
- Willingness and ability to commit to training as required for the post

Desirable

- IT skills
- Possession of specialist skills that could be used in working with this client group

7. ADDITIONAL REQUIREMENTS

Driving Compliance	Not applicable to this position

Agreed