Role Details

Job Title:	Social Care Worker	Reporting to:	Social Care Manager
Salary- Days	**No qualifications but working towards an SVQ3 or HNC -** £27,086.22 **HNC or SVQ 3 (or equivalent) –** £29,170.65 **HNC & SVQ 3 -** £31,035.45 **SVQ 4 -** £33,721.80		
Work Location:	Various Locations		

Role Purpose

The Social Care Worker is a key position, occupying a role critical to the overall welfare of young people living in residential care and living in the community. The overall purpose is to provide care and support to young people and young adults in a safe, stimulating, and supported environment ensuring that the work carried out is in keeping with legislative, procedural, and good practice requirements and guidance.

A reflective practitioner, the Social Care Worker will actively promote the vision, values, and mission of Stepdown, where the rights of children, young people and their families are listened to and advocated for within quality care environments that national legislative policies and procedures have directly influenced the vision, values and mission of the organisation. Values and ability to build relationships whilst maintaining confidentiality is critical to this role. In this role you will apply Equal Opportunities and Quality Assurance Frameworks which will include delegated responsibilities for designated tasks.

Key Duties

- Actively encourage the wellbeing, independence, participation and protection of children and young people in the community and within Stepdown services and liaising with agencies and families, where applicable.
- Work with children, young people, and families on assessing their risks and needs through the development of `My journey` plans.
- To supervise, care, and support young people in a secure, nurturing environment where every young person feels safe and cared for.
- Meet regularly with the staff team and managers both informally and formally. To provide support and encouragement to colleagues by offering feedback and mentoring to ensure everyone is providing the best care for our young people.
- Support children and young people to develop resilience to manage their own lives and make important choices about themselves and to prepare them for adulthood or moving on from Stepdown Community Services.
- Empower children and young people to develop and maintain supportive positive relationships with people who may be important to them and to be there when it becomes difficult.
- Encourage the social and emotional development of children and young people and families within the organisation, ensuring the importance of routine, school, work, recreation, interests, and rest are agreed.
- Hear the voice of children and young people as they develop a sense of self, self-worth, and positive identity about themselves.
- Work with children and young people to promote their physical and mental health needs and learn to advocate for themselves.
- Safeguard and protect children and young people from danger, harm, and abuse.
- To recognise risks and carryout necessary risk assessments, if required, and to liaise, if appropriate with external agencies to ensure risks are understood, managed and minimised.
- Contribute to the prevention and management of challenging behaviour in children and young people through the appropriate training and guidance.
- Model behaviour and relationships with children, young people and their families which recognises the impact of trauma on victims and communities and do so with the values of compassion, belonging, trust, empowerment, and safety.
- Promote the rights of all children and young people in line with the UNCRC and The Promise.
- Undertake administrative tasks, complete written reports and complete update daily records to ensure all data

reflects the service provided and the behaviour and actions taken.

- Social Care Workers are required to attend training that is relevant to their role and must undertake relevant qualifications and courses as per SSSC standards. All Social Care Workers are responsible for maintaining and improving their knowledge and skills.
- Social Care Workers are required to act in accordance with SSSC Codes of Practice and raise concerns or safeguarding issues immediately with management.

Additional Information

- Working with all colleagues and Managers to share best practice.
- Social Care Workers are required to use initiative to support their teams and smooth running of service within each house.
- The role of Social Care Workers is required to interact positively and constructively with children and young people, all colleagues within Stepdown, social work, police and families of the young people when required.
- The Social Care Worker role is required to work effectively with external Government Bodies such as Scottish Social Services Council, Care Inspectorate and Local Authorities, when applicable.
- Social Care Workers are required to maintain positive and collaborative relationships with all Stepdown colleagues.
- Social Care Workers are required to share best practice and knowledge with other colleagues to ensure the smooth running of the service. All Social Care Workers are required to provide additional support to new colleagues to ensure they embed successfully in Stepdown and have the practical knowledge (which is often shared with other Staff members) to carry out their role to the best of their ability.

Stepdown Community Services Values



This Role Profile is to provide a clear and concise list of the key tasks and activities of the post, it is not intended to be an exhaustive list of every aspect of the post holder's duties. Stepdown reserves the right to change or modify the job profile to meet business needs.

Contractual Information

Location:	In line with the contractual terms for Stepdown employees, you may be assigned to any of our Houses as per the requirements of the Service at the time of appointment. You may also be moved to another Stepdown location subject to changing service needs.	
Role Status:	Permanent	x
	Temporary	
	Sessional	
Weekly Working Hours: *All hours will be worked over 7 days per week. Stepdown Community Service is a 24/7 service which operates 365 days per year.*	Weekly Working Hours:	Contractual Weekly Hours will be agreed once an offer of employment has been made. This can range from Part Time to Full Time Hours.
Requirement to work out with normal work/shift pattern:	Yes	x
	If 'yes' please give details	
	No	
Is this role suitable for Job Share:	Yes	x
	No	
	If 'no' please give details	
Disclosure:	Not Applicable	
	Basic	
	PVG	x
	Other (please specify)	

Personal Specification – Social Care Worker

Personal Specification	Essential (must have)	Desirable (would like to have)
KNOWLEDGE	• Sound Knowledge of the role and accountability of the role • Demonstrates a knowledge and understanding of Employer and Employee Code of Conduct as set down by the SSSC	Understanding of National Guidance surrounding Residential Care in Scotland
SKILLS	• Team working • Good interpersonal and motivational skills • Time management • Planning and organisational skills • Written and verbal communication skills • Tact, patience and understanding. • Mental strength to cope with challenging situations. • Ability to keep accurate records and write reports	
EXPERIENCE (Occupational – Minimum Experience)	▪ Experience in working in social care	Preferably in residential childcare or secure care
EDUCATION/ TRAINING (Educational – Minimum Qualifications)	• Possess or working towards the HNC in Social Services and/or an SVQ in Care at Level 3 (or Caring for Children and Young People) – you must be able to demonstrate you are working towards these qualifications.	• SVQ3 – Children and Young People • HNC (preferably in Social Services)
PROFESSIONAL QUALITIES	• Capabilities in relation to reviewing the safety and welfare of children and young people. • Give support and commitment to the work of the team, making effective efforts to develop skills and competences of yourself and others. • Appreciate the significance of safe care and interpreting this accurately for individual service users and others. • Recognise own areas of responsibility and accountability. • Maintain high standards of service delivery. • Have a consistency of approach in work practice.	
PERSONAL QUALITIES	• Works to ensure credibility in effectively managing relationships. • Self-motivated. • Demonstrates a can-do approach. • Practice the values of compassion, belonging, trust, empowerment, and safety. • Approachable. • Team Player. • Ability to use own initiative whilst taking responsibility for your own actions. • Work under pressure and remain calm. • Ability to work with minimum supervision. • Inclusive and respectful. • Carry out role with credibility and professionalism. • Structured approach to planning and organising with an ability to prioritise. • Flexible and Adaptable in dealing with challenging situations. • Able to work flexibly which may include evening and weekend shifts and being flexible to emerging or changing circumstances, as per needs of the service and our young people. • An ability to listen and be sympathetic whist responding to concerns, motives and feelings of others. • Be open minded when dealing with situations.	
DRIVING LICENCE		Yes – must hold a full UK driving licence.

The role profile is neither exhaustive nor exclusive and may be reviewed in the future depending upon operational requirements and staffing levels.

Note: Please sign and return one copy to Human Resources. The other copy is for you to keep for your records.

Signed by the Employee as acceptance of the above Job Description and Person Specification:

Signature: _____

Print Name: _____

Date: _____