

**Directorate:** Children, Young People and Education

**Unit/Section:** Children's Short Break Unit

**Grade:** KR7

**Responsible to:** Shift Leader

**Purpose of the Job:**

Work as a member of a team providing a nurturing, stimulating and safe environment which will promote the emotional and physical well-being of Children with learning disabilities within appropriate boundaries.

**Main duties and responsibilities:**

- Have responsibility for the day to day care of the children accessing short breaks, under the direction of the Shift Leader in line with Directorate Policy and Children's Homes Regulations 2015
- Support children to express their wishes and needs about the service and ensure this is communicated to the team.
- Keep up to date with National and Directorate policies and procedures and ensure robust compliance.
- Observe and record accurately the development and progress of children during their stay, completing daily records and logs.
- Report back to the Shift Leader all relevant information and observations during the shift.
- Work closely with individual children in line with their Care Plans & Unit policies.
- Assist in the general operational management of the Unit which could include laundry, preparing meals and other domestic duties, as directed by the Shift Leader.
- Keep Social Workers, families and significant others informed and up to date with incidents involving their children under the direction of the Shift Leader.
- Work in partnership with other team members to ensure a smooth running shift where children are provided with stimulating and meaningful learning experiences & activities.
- Attend regularly and participate fully in Supervision, Team meetings and the appraisal process.
- Be aware of developments in social work theory, practice and legislation and service provisions for children and families.
- Advise management of service deficiencies likely to affect the smooth running of the unit and the care of the children.

- Participate in training and assist the Registered Manager in promoting and developing good practice.
- Participate in a shift rota system.
- Promote equality for all individuals which recognizes and encourages anti-discriminatory behaviour, client rights, choices, personal beliefs and identity.
- Behave in a professional manner at all times, according to Kent Code of Practice.

Footnote: This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

## Kent County Council

### Person Specification: *Children's Residential Worker*

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The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
<b>QUALIFICATIONS</b>	<p>Educated to GCSE level or equivalent in English and Maths.</p> <p>Diploma Level 3 in Childcare or equivalent.</p>
<b>EXPERIENCE</b>	<p>Direct working and caring for disabled children with proven experience</p>
<b>SKILLS AND ABILITIES</b>	<p>Ability to relate theory to practice</p> <p>Ability to recognise the needs of a child as paramount</p> <p>Ability to work as part of a team</p> <p>Ability to use initiative</p> <p>Accuracy in report writing and effective communication skills</p> <p>Ability to plan and deliver a range of social, recreational activities, both community and centre based.</p>
<b>KNOWLEDGE</b>	<p>Understanding of:</p> <p>Children's Act 1989 &amp; 2004</p> <p>Children's Homes Regulations 2015 &amp; Quality Standards</p>
<b>KENT VALUES AND CULTURAL ATTRIBUTES</b>	<p><b>Kent Values:</b></p> <ul style="list-style-type: none"> <li>We are <b>brave</b>. We do the right thing, we accept and offer challenge</li> <li>We are <b>curious</b> to innovate and improve</li> <li>We are <b>compassionate</b>, understanding and respectful to all</li> <li>We are <b>strong together</b> by sharing knowledge</li> <li>We are all <b>responsible</b> for the difference we make</li> </ul> <p>Our values enable us to build a culture that is:</p> <p><b>Flexible/agile</b> - willing to take (calculated) risks and want people that are flexible and agile</p> <p><b>Curious</b> - constantly learning and evolving</p> <p><b>Compassionate and Inclusive</b> - compassionate, understanding and respectful to all</p> <p><b>Working Together</b> - building and delivering for the best interests of Kent</p> <p><b>Empowering</b> - Our people take accountability for their decisions and actions</p> <p><b>Externally Focused</b> - Residents, families and communities at the heart of decision making</p> <p>(If this document is being used for recruitment purposes, examples of Behaviours which support the Kent Values will need to be demonstrated within the context of this post)</p>