

## Kent County Council

Job Description: *Enablement Support Worker*

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**Directorate:** Adult Social Care and Health  
**Unit/Section:** Assessment & Enablement Services  
**Indicative Grade:** KSC  
**Responsible to:** Enablement Supervisor

### **Purpose of the Job**

Provide and support short term interventions to help people to develop and maintain independent living skills and encourage community involvement.

### **Main duties and responsibilities:**

- Support and advise clients and carers on how best to manage their condition in the context of living in their home, whilst maintaining privacy and respect to ensure a high standard of personal care.
- Support, develop and help to maintain a person's confidence and independent living skills in order that they can optimise their abilities and minimise the levels of dependency required.
- Inform a person's level of resource allocation through the continuous assessment of that person's progress in relation to achieving and maintaining a range of independent living skills in community settings.
- Support a person in integrating/re-integrating into community based activities
- Advise on the need for and support the acquiring of any equipment /minor adaptations for a person's home.
- Support and advise on the day to day use of assistive technologies in the home in order to help ensure the technology is being used appropriately.
- Monitor the Service user's progress, recording their level of functioning to support the ongoing assessment which will contribute towards the support plan.
- Contribute to planning reviews and attend staff meetings to share and receive information in relation to the users and the enablement service.
- Identify and process any safeguarding and quality of care issues and refer on to appropriate colleagues to ensure that client's welfare is protected and that the quality and standard of services provided are at and beyond the levels that are anticipated.
- Ensure all practice promotes equalities recognising anti discriminatory behaviour, respecting confidentiality and individual rights and choices and also all practise is carried out within the KASS Health & Safety policies.

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

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## Person Specification: *Enablement Support 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.

	<b>CRITERIA</b>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• NVQ Level 2 in Health and Social Care</li> <li>• Registration with appropriate body, if relevant</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Working with the client group</li> </ul>
<b>Knowledge</b>	<ul style="list-style-type: none"> <li>• Knowledge of the needs of the client group</li> <li>• Use of wide range of domestic appliances/ machinery/ equipment</li> <li>• Understands and can apply key Health &amp; Safety procedures relevant to the role</li> <li>• Awareness and compliance with equality policies, procedures and legislation.</li> </ul>
<b>Skills And Abilities</b>	<ul style="list-style-type: none"> <li>• Able to organise and prioritise workload</li> <li>• Knows how to identify changes required to work routines and act upon them in liaison with management</li> <li>• Able to deal with day to day problems and to identify which problems should be referred to a supervisor</li> <li>• Able to establish a rapport with clients</li> <li>• Understands how to encourage, motivate and influence clients to enable them to work for themselves</li> <li>• Able to communicate effectively with a range of stakeholders</li> <li>• Able to listen and observe and use the information gained to inform how a person is supported</li> <li>• Ability and commitment to support the Directorate's Equality and Diversity Policy Statement which is an integral part of the Directorate's service delivery and relationship with the client to respect people as individuals regardless of age, ethnic origin, cultural values, disability, gender, sexual orientation or religion.</li> <li>• Ability to travel across a wide geographical area in a timely and flexible manner at various times of the day in accordance with the needs of the job.</li> </ul>
<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>
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