

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

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

**Grade:** KSE

**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 and young people with disabilities within appropriate boundaries.

**Main duties and responsibilities:**

- Working a 'waking night' on a fixed rota, you will have responsibility for the overnight care of the children and young people accessing short breaks, under the direction of the Shift Leader, in line with Directorate Policy and Children's Homes Regulations 2015
- Support children and young people 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.
- Support individual children and young people in line with their Care Plans & Unit policies.
- To carry out night-time checks as per Care Plan and monitor the children and young people during the night, completing night-time records and Logs.
- Report back to the Shift Leader all relevant information and observations during the night shift and to give handover to morning staff.
- Carry out tasks and chores during the night, which will include: laundry, ironing, preparing packed lunches and any other domestic tasks required
- Attend regularly and participate fully in Supervision, Team meetings and the appraisal process. To attend mandatory training sessions during Staff Training week twice each year and to complete any e-learning training as and when required.
- Report any issues likely to affect the smooth running of the unit and the care of the children and young people.
- 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 the 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.

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 or 4 in Residential Childcare or equivalent, or willing to work towards.</p>
<b>EXPERIENCE</b>	<p>Direct working and caring for children and young people with disabilities, 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>
<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>
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