



Community Short Breaks Worker

Job Description

Role Purpose

Our vision is that every child and young person in the country has a safe and happy childhood. To help us achieve this, the role will:

Providing support to disabled children and young people to participate in meaningful activities in community settings or family home in line with their identified wishes and needs; promoting their independence and enjoyment and ensuring positive outcomes and outcomes in accordance with organisational policies, procedures and regulatory requirements.

In this role, you'll be responsible and accountable for:

1. Providing a flexible responsive, high quality and person centred care to disabled children young people and their families based on an assessment of need in line with their care plan.
2. Supporting disabled children and young people to access a range of stimulating play, activities and experiences in the community or home.
3. Building and maintaining professional positive working relationships with children, young people, families, colleagues and other professionals.
4. Supporting disabled children and young people in their personal care, administration of medication and clinical procedures in line with organisational policies and procedures.
5. Ensuring the wishes, views and needs of children / young people are heard, acknowledged and responded to by promoting communication and participation.
6. Adhering to Action for Children's policy procedures and professional practice standards, including Safeguarding and behaviour support policies.
7. Contributing to the development and evaluation of care plans, inputting to service planning meetings where required and attending meetings as directed, reporting issues raised to line management.
8. Identifying, assessing and managing risks to self and others and act upon or pass on these risks to minimise them, referring on issues that require specialist or management support. By remaining resilient when faced with challenging situations and adaptable to changing circumstances.
9. Recording observations and maintaining up to date files (paper and electronic) in a timely manner; undertaking administrative processes as necessary to maintain systems, procedures and office practices.
10. Participating in training, both at the project and off site, to ensure skills are up to date.

The responsibilities, accountabilities and reporting structure for this role will be reviewed periodically and updated, if required.

Last Reviewed: 25/09/2023 Version: V2

In this role, you will work with:

Internal contacts:

Level 4, 5, & 6 job holders from Organisational job matrix.

External contacts:

Partner agencies.

What else?

Everyone at Action for Children must promote equality, value diversity and work inclusively to ensure everyone feels welcomed and valued.

If you're appointed, you'll need to have a disclosure check.

For completion by the Reward Team:

Operational Job Title: Community Short Breaks Worker

Panel approval: Reward Team

Job Family: Social Care

Panel date:

Grade: 6

Payscale Ref: SC64

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