

Job Description and Person Specification

JOB TITLE: Community Based Support Worker
(Asha Community Project, for Ladies from the South Asian Community)

EMPLOYMENT STATUS: Flexible

RESPONSIBLE TO: Community Hub Co-Ordinator

SALARY: £12.60

HOURS: Variable hour contract which can include evenings & weekends

WHERE: East & West Birmingham Areas

	CRITERIA	EVIDENCE
Knowledge and Experience	<p>Essential</p> <ul style="list-style-type: none"> • Working as part of a team. • Ability to motivate and encourage adults with learning disabilities to participate in activities. • Understanding of alternative methods of communication that could be used with non-verbal people. • Planning creative activity programmes to meet individual levels of ability and need. • Training relating to the role i.e., safeguarding. • Be able to participate in recreational and other physical activities. • Teamwork and working alone using own initiative. 	Application Form and Interview.
Skills	<p>Essential</p> <ul style="list-style-type: none"> • Excellent Interpersonal skills and ability to work with a wide range of people. • Proactive and focused. • Effective team player. • Ability to work with own initiative. • To already hold or be willing to undertake an enhanced DBS check/ sign up to the DBS update service. • Ability to use person centred approaches to plan & support access to appropriate social, leisure and recreational opportunities. • Ability to communicate effectively with colleagues, professionals, parents & carers • Good written and verbal communication skills. <p>Desirable</p> <ul style="list-style-type: none"> • Full driving license and access to a car and willingness to commute across the designated geographical area (desirable). • Community languages 	Application Form and Interview.

Who We Look for?

Are you a **warm, personable**, and highly **motivated** individual who can empower and support adults with learning disabilities?

Do you have **passion** for what you do, are a strong **communicator, team player** and have good **problem-solving** skills?

The support worker will work alongside an experienced and established team of support workers in Birmingham.

We place a high value upon **integrity, ethical standards**, and a commitment to **excellence**.

If you have experience working with people with learning disabilities, that's a bonus. But don't be put off if not. We value transferable **skills** from other sectors and provide comprehensive training to all our staff.



What does a Support Worker do?

The Asha Community Project provides dedicated one-to-one Female Personal Assistants who support South Asian ladies in accessing a range of local 'day opportunities' within their community.

This support enables them to engage in safe, cultural, and if wanted gender-specific activities, while becoming active local community members and supporting improvement in their overall health and well-being.

Midland Mencap is looking to appoint support workers who have a passion and dedication to providing high quality fun and safe experiences for our people. They will be able to take the lead for specific tasks as designated by the coordinator. To undertake training and take responsibility for the adults they support and contribute information to adults' support plans, protocols and risk assessments.

Safeguarding our people will be at the forefront of their role and staff will need to have the confidence in speaking up and reporting where concerns may arise. They will ensure the safety and wellbeing of people by proactively managing safeguarding principles and practises, as well as reporting such concerns in a timely manner.

They will also strive to maintain a safe, creative and stimulating environment for people's social, leisure and recreational activities.

Support workers will be provided with adequate training and will be expected to participate and take responsibility for person they support.

They must be enthusiastic, be motivated and have the ability to support all people and work well within the established teams. They have a willingness to try new things alongside being able to adapt to the needs of Midland Mencap and the community-based services.

Key Tasks:

- Attend staff team meetings on a planned basis to discuss and assess the progress of the service.
- Be available to work a planned rota to support the needs of the project and its successful delivery.
- Support people to participate in community-based activities of their choice.
- Be culturally aware of the needs and wishes of the people supported.
- Be aware and respond to health and safety issues.
- Monitor and evaluate peoples' progress through observation and record keeping.
- Promote Midland Mencap to families and other agencies.
- Ensure that responsibilities are carried out in accordance with Health and Safety legislation, and Midland Mencap's Equal Opportunities and Safeguarding Policies.
- Ensure appropriate professional boundaries with people, parents and carers, staff and volunteers are maintained across the service.
- Be available to work flexible hours city-wide.
- Participate in planned regular meetings with the coordinator and other Midland Mencap colleagues.
- Adhere to and implement organisational policies and procedures.
- Attend training courses as required to develop knowledge and skills to improve the quality of service.
- Carry out any other tasks that are deemed appropriate within your job role and the aims of the organisation.

This job description is an outline of the duties and responsibilities a Support Worker will be expected to fulfil. It may be reviewed at any time according to the changing needs of the service.

Midland Mencap reserves the right to alter the content of this job description, after consultation, to reflect changes to the position without altering the general character or level of responsibility. The duties carried out in this job description must be carried out in a manner that promotes equality of opportunity, dignity and due respect of all employees and citizens and is consistent with Midland Mencap equal opportunities policy.

Name:

Signature:

Date