

**Location:** Residential House

**Line managed by:** Residential Manager & Assistant Manager

**Salary Scale:** £22,500 (plus £1,250 per annum for permanent night shift

enhancement)

Bank Staff RoP: £8.21 ph plus £0.99ph holiday pay

**Hours of Work:** 40 hours per week

**Job Purpose**

To deliver the highest standards of care, protection and support to children and young people by facilitating their physical, psychological and emotional development through NMS and relevant guidance to ensure the best outcomes for young people. To create a homely environment on a day-to-day basis that provides a place to feel warm, safe, secure and cared for to enable young people to grow and develop.

**Key Duties and Responsibilities**

* Responsibility for ensuring and promoting the safeguarding of any young people that you may come into contact with taking into consideration Working Together to Safeguard Children 2013
* Work in accordance with Spark of Genius vision and aims
* To carry out duties in line with Spark of Genius policies and procedures
* To act as a key worker to specific young people
* Assisting in health promotion and personal hygiene development of the young people
* Work in line with young peoples care plans
* Promote young peoples participation, to ensuring young people are actively involved in the environment and day-to-day activities of the home.
* To ensure the safety and wellbeing of the children and young people through the night time period.
* To implement de-escalation and physical intervention strategies as necessary and appropriate in line with mandatory training.
* To be fully aware of safeguarding, child protection issues and LADO
* To fully understand the reporting process of child protection within the home.
* To understand the principals of safeguarding young people, staff and self
* To have a full understanding of the emergency call out procedures of the house
* To promote structure, boundaries and domestic routines within the house.
* To work in line with young peoples care, placement plans and risk assessments
* To work in accordance with the national care standards and co-operate with any inspection process
* Provide a positive role model for the young people, presenting yourself in an highly professional manner
* Work in partnership with families and other agencies to the benefit of the young people
* Participate in, and complete records for statutory reviews and meetings concerning the young people were required
* Undertake relevant training programmes as required and be responsive to own personal development in line with National Minimum Standards.
* To complete Ofsted Induction Standards within 24 weeks of employment.
* A relevant qualification to meet the requirement of Reg 29 and 34 of the Children’s home regulations (2015).To register for QCF 3 in the first six months of employment and complete relevant qualification within twelve months.
* To work towards completing TCI/Team Teach/Calms programme within 3 months of employment.
* To have an up to date knowledge of current Legislation and Guidelines including NMS, Children’s Act 1989 Volume 5 Children’s Homes Regulations and Guidance
* Complete and maintain administrative records as required by the home
* Take part in Handovers to and ensure all relevant information is shared with staff changing shifts.
* Provide and participate in leisure activities and holidays in line with the care and placement plans of the young people were required
* Develop effective professional working relationships with colleagues, children and families
* Contribute to a culture of open and honest communication
* Ability to adapt and respond positively to changing patterns and work situations
* Attend and make productive use of supervision, appraisals and staff meetings
* To work as part of a team with colleagues and other professional to meet the social, emotional and educational health and mental health needs of young people.
* Awareness and responsibility for the health and safety of the home, children, young people, colleagues and yourself
* You must co-operate with the company in complying with the Health and Safety requirements and are therefore expected to follow Company policies, to acquaint yourself with the Fire, Health and Safety Procedures at your place of work and report any unsafe practices and conditions
* Supporting young people with education in a non-teaching capacity
* Support for the Alternative Curriculum and Curriculum Enrichment.
* The post holder may be reasonably expected to undertake other duties commensurate with the level of responsibility that may be allocated from time to time. It is the responsibility of the post holder to comply with Health and Safety and Equal Opportunities requirements at all times.
* To provide cover to other Spark of Genius Residential houses when required.
* Any other reasonable management instruction

The above job description forms part of your main terms and conditions of employment.  The Company reserves the right to vary duties and responsibilities at anytime within legal notification frameworks, however, not outside what is considered reasonable to the original post.



|  |  |  |  |
| --- | --- | --- | --- |
|  | Essential Criteria | Desirable Criteria | Method of Assessment |
| Education and Qualifications | 1  Commitment to register/ attained QCF 3 within 12 months of employment.  2  Commitment to start Ofsted Induction standards and complete within 24 weeks of employment.  3  Commitment to work towards TCI/Team Teach/Calms completion within 3 months | 1  Educated to a high level English or equivalent language ability and demonstrate competency at this level  2. QCF 3 in Children and young people’s workforce (children’s social care pathway) or equivalent (if not must be started within 6 months of employment). | Application form and certificate check and interview |
| Experience | 4  Experience of dealing with challenging behaviours and or difficult situations. | 4  1 years experience in Residential Child Care | Application form and reference check |
| Skills | 5  Effective communication skills with colleagues, outside agencies, children and families  6 Good interpersonal skills and emotional awareness of self and others.  7  To work as part of a team and use own initiative when required  8  Flexible approach to work  9  Reporting and recording to a high standard  10  Put into practice NMS and any other legislative guidance |  | Application form, references and interview |
| Knowledge | 11  An understanding of the impact of trauma, child development and the needs of young people in residential care. | 5  Knowledge of the national minimum Standards  6  Knowledge of the Children Act 1989 Guidance and Regulations Volume 5 Childrens Homes  7  Knowledge of the work of other agencies involved with children and young people  8  An understanding the principles of safeguarding child protection and LADO (Working Together 2013) | Application form and interview |
| Ability | 12  To form professional and positive relationships with children and young people  13  The ability to deal with difficult situations and make appropriate decisions in line with the policies and procedures of the house and SOG  14  To learn quickly and absorb information in relation to working with children and young people  15  To ask for guidance and support, and to remain open honest and accountable |  | Application form and Interview |
| Other Requirements | 16  A willingness to participate in, and implement all house training in practice.  17  Ability to work shifts including evenings and weekends | 9  Full UK driving licence | Application form, interview and licence check |