



SWYDDI CYNGOR
RHONDDA CYNON TAF
COUNCIL JOBS



Pecyn Gwybodaeth i Ymgeiswyr

Candidate Information Pack

JOB DESCRIPTION

Senior Residential Child Care Practitioner

Post Reference Number:

Date of Job Description: May 2013

Version:

Grade	9
Location	Beddau
Group	Community and Children's Services
Division	
Department/Section	Children's Services
Team/Sub Section	Beddau Community Home
Responsible to	Registered Manager
Posts reporting to this post	None
DBS Required	Enhanced

Why work for Rhondda Cynon Taf Council?

Rhondda Cynon Taf Council is one of the largest Local Authorities in Wales and our vision is "for Rhondda Cynon Taf to be the best place in Wales to live, work and play, where people and businesses are independent, healthy and prosperous".

If you work for us, everything you do will be about making a positive difference to our community and the public sector.

Our excellent induction, training and development programmes will help you grow in your role. You will be challenged and supported, with the opportunity to learn new and transferable skills whilst playing your part in helping others.

Our generous annual leave allowance will provide you with 25 days holidays (pro rata, increasing to 30 upon 5 years of completed service), in addition to 8 public holidays. We have an excellent pension scheme with employer contributions and our financial support benefits will help to give you a sense of security and wellbeing for the future. We care about the wellbeing of our staff and our family friendly and inclusive policies allow for flexibility when

needed. We offer support and advice including counselling, health surveillance, nurse and physiotherapy services. There are also a number of staff networks for employees including the Allies Network, a Disability and Carers Network, Perthyn our LGBTQ+ Network and Spotlight, open to Black, Asian and minority ethnic staff. In addition, you will have access to a wide range of staff benefits including discounted 'Leisure for Life' membership, 'Vectis Card' for discounts on hundreds of products and services, Cycle to Work scheme and a technology purchase scheme.

Please see our [career pages](#) to find out more about working for us.

Purpose of the post:

- To be responsible, as a lead member of the staff team, and senior practitioner for the direct day to day care of children and young people and other supportive tasks and duties.
- Supervision of staff
- On call duties
- To deputise for the Registered Manager in their absence.
- This will include evening and weekend work, and sleep in duties as required.
- The standards that are applied to this post are QCF Diploma Level 3 in Health and Social Care (Children and Young People) or the predecessor qualification N.V.Q. Level III Awards in Care

What you will deliver:

1. To promote best practice and lead by example
2. To promote, monitor and maintain Health, Safety and Security in the workplace
3. To develop and work towards plans for the delivery of service to individuals.
4. To Liaise with families, other workers, Social Workers, and other agencies.
5. To promote and contribute to the normal development of children and young people as a consistent and caring adult
6. To talk and listen to children and young people, and observe their behaviour and record significant features.
7. To contribute to the management of the home to ensure that children and young people's individual needs are met
8. To record risks and work with other services to manage and minimise them.

9. To inform colleagues of relevant developments, for example during handover.
10. To be alert to signs of distress or abuse, and to ensure that the children and young people are monitored and protected.
11. To be sensitive to the needs of individual children, taking account of race, culture, language, religion.
12. To provide additional support and comfort to children under stress.
13. To share in the practical activities necessary to maintain the home, for example cleaning duties as and when necessary.
14. To be accountable for monies allocated for specific purposes.
15. To participate in appropriate training offered, and be responsible for your professional development.
16. To Maintain confidentiality.
17. To report to a line manager, or appropriate person, malpractice's or evidence which may suggest it.
18. To act as a member of the staff team, supporting colleagues and being prepared to give and receive guidance and support as necessary
19. To prepare for and participate in Progress and Review meetings
20. To promote the wellbeing of children and young people, by encouraging an interest in education, community and a healthy lifestyle.
21. To lead and participate in staff meetings
22. To act flexibly, within reasonable bounds, in order to ensure necessary cover for the home
23. To make positive use of supervision and provide constructive supervision to team members
24. To care for the fabric of the building and grounds

To undertake such other duties and responsibilities commensurate with the grade, as may be reasonably required by the Service Director, or as a mutually agreed development opportunity.

To comply with the Council's Health and Safety Policies and procedures and undertake any relevant health and safety duties in accordance with local arrangements.

To support the Council to play its part in tackling Climate Change and meeting its Carbon Reduction targets across the services it delivers and also in the goods and services it buys or commissions from other organisations.

All staff have a valuable and vital role in keeping people safe. Any person with concerns regarding the safety of a child or adult at risk, OR the behaviour of a colleague towards a child or adult at risk, has a responsibility to report this immediately. This should be done via

the person's Line Manager, Designated Safeguarding Lead or contact the Cwm Taf Multi Agency Safeguarding Hub.

THE CONTENTS OF THE DOCUMENT WILL BE SUBJECT TO REVIEW FROM TIME TO TIME IN CONSULTATION WITH THE POST HOLDER. JOB DESCRIPTIONS MAY BE AMENDED TO REFLECT AND RECORD SUCH CHANGES.

PERSON SPECIFICATION

This Person Specification sets out the knowledge and/or qualifications, past experience and personal competencies that would be ideal for this particular post.

The **Knowledge/Qualifications** and Experience sections describe what is required in terms of the technical ability that is needed to do this job successfully.

The **Competencies** section describes the kinds of non-technical skills, abilities and personal characteristics that the ideal person for this particular role would have. The competencies describe how that person would ideally work with other people and how they would approach their responsibilities.

The **Special Conditions and Professional Requirements** section describes any other qualities appropriate to the particular circumstances associated with this role.

Knowledge / Education:

Experience:	Desirable
Welsh language skills:	Desirable
Essential	Desirable
What skills you will need in the workplace	working with young people in a residential Welsh Language Level 2
Competency	
Competency Areas	Competency behaviours and values
Achieving Results	Is motivated to improve performance, identifies objectives that stretch the team.
Welsh Language Level 3	
Welsh Language Level 3.5	
Knowledge of The Care Standards Act	
Welsh Language Level 5	Is willing to go 'above and beyond' when necessary
Communicating Effectively	Communicates confidently and with credibility, even when messages are difficult.
Health and Safety legislation	
For details please refer to: 'The Welsh Language Skills Guidance' online: www.rctcbc.gov.uk/WelshSkills	
	Actively creates regular opportunities for open discussions.
Recent relevant reports on Residential Child Care	Actively promotes a good flow of communication to allow quick resolution of issues and queries
Focusing on Service Users	Provides and promotes the highest standards of customer care and service.
Be Registered with Social Care Wales	Has a positive attitude to helping people, and is willing to go the extra mile.

Incorporating Change	<p>Is able to sell positive aspects of change to others. Understands the need for change and responds positively to improvements</p>
Complying with Health and Safety	<p>Is aware of all Health and Safety procedures relevant to team, its responsibilities and potential risks.</p> <p>Genuinely accepts personal duty of care for teams health, safety and wellbeing.</p>
Managing Time	<p>Has a logical and organised approach to planning.</p> <p>Sets up and adheres to useful processes for managing work effectively.</p>
Leading and Motivating	<p>Has an inspiring, positive 'action focussed' attitude.</p> <p>Openly values the skills and contributions of individual team members</p>
Working as a Team Member	<p>Promotes a strong team spirit of co-operation and shared responsibility.</p> <p>Seeks to prevent or overcome conflict.</p>
Encouraging Professional Development	<p>Is eager or willing to learn new things.</p> <p>Identifies and makes best use of the skills (including literacy and numeracy skills) knowledge and strengths of the team (Supervision etc)</p>

Special Conditions and Professional Requirements

Enhanced Disclosure and Barring Service Check

Registration with Social Care Wales