



**SWYDDI CYNGOR**  
RHONDDA CYNON TAF  
**COUNCIL JOBS**



# Pecyn Gwybodaeth i Ymgeiswyr

## Candidate Information Pack

## JOB DESCRIPTION – RESIDENTIAL CHILD CARE PRACTITIONER

An opportunity has arisen to recruit two part time Residential Child Care Practitioners (RCCP) to our established two placement assessment home in Aberdare. This is a varied role with RCCP's supporting children and young people, their families and foster placements to meet needs and achieve positive outcomes.

*Post Reference Number: POS016758005*

*Date of Job Description: July 2019*

*Version:*

	<b>Grade</b>	GRADE 7
	<b>Location</b>	CARNINGLI
	<b>Group</b>	COMMUNITY & CHILDREN'S SERVICES
	<b>Division</b>	CHILDREN'S SERVICES
	<b>Department/Section</b>	SAFEGUARDING AND SUPPORT
	<b>Team/Sub Section</b>	FAMILY SUPPORT AND ACCOMODATION SERVICES
	<b>Responsible to</b>	REGISTERED MANAGER
	<b>Posts reporting to this post</b>	
	<b>DBS Required</b>	YES – ENHANCED CHILDREN'S WORKFORCE – 3 YEARLY RENEWAL

## 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 ensure the provision of a skilled and expert service to children/young people and their families/carers who are experiencing difficulties, by providing planned and same day placements to children/young people. The role will involve providing trauma informed care and support, either on a respite, planned or same day basis. This will involve working directly with children, their families/ carers, and other professional to ensure that personal goals can be achieved.

To work in an innovative, trauma informed way to ensure positive outcomes for vulnerable children and young people. Providing, trauma informed interventions to children/young people as directed through their individual plans.

Supporting children/young people to return home to parents, return home to relatives or carers, where this is assessed as a positive outcome.

To, through direct work and trauma informed practice, deliver evidenced based interventions to all involved in the child/young persons plan

To safeguard and promote the wellbeing of vulnerable children and young people who are in crisis

To participate in effective partnership working and engagement and to work collaboratively with a range of professionals and organisations

To work in partnership with children/young people, parents/carers and significant others to understand and assess needs, and co-produce personal plans

To complete written reports as required in line with Children's Services policies and practices, and in line with the requirements of The Regulation and Inspection of Social Care (Wales) Act 2016

To ensure that the views of children/young people are listened to as part of their day to day care

## What you will deliver:

### **SPECIFIC RESPONSIBILITY**

1. To work with others within the team to plan and deliver individual programmes of trauma informed care and support for children/young people, their families/carers.
2. The Residential Child Care Practitioner will be flexible in their approach to delivering interventions and as such will work on a flexible rota, including day's, afternoon's, weekends and statutory holidays. Sleep in duties will also be required.
3. To act as a dedicated Key Worker to individual children/young people
4. To deliver interventions which support the strengths of children/young people
5. To provide structure and routine to every day life, through planned activities and interventions
6. To be an active participant in a variety of planned activities and interventions
7. To contribute to the structure and routine of the day by carrying out routine tasks, such as preparing meals, laundry, cleaning, shopping and supporting children/young people to make a contribution to this



## What you will deliver:

- 8.To participate, with other team members, in taking children/young people on activities which are designed to form positive relationships and trust.
- 9.To build professional relationships with children/ young people and their families and to use that relationship to safeguard and promote positive outcome
- 10.To work directly with children/young people and their parents/carers either separately or as a family
- 11.To promote the wellbeing of children and young people, by encouraging an interest in education, community and a healthy lifestyle.
- 12.To be alert to signs of distress or abuse, and to ensure that the children and young people are monitored and protected.
- 13.To report any practice concerns to the relevant manager without delay
14. To understand and respect the rights of children and young people
- 15.To maintain records using the required ICT system
- 16.To undertake recording in line with Divisional procedures
17. To inform colleagues of relevant developments and engage in handover between shifts
18. To share information about children/ young people with other agencies in order to safeguard them and promote their welfare in line with the requirements of the Data Protection Act
- 19.To identify and record risk and contribute to the management of these
20. To liaise closely with case responsible Social Workers to ensure the plan is moving forward and provide written evidence of the work undertaken and progress made
21. To liaise with other agencies and professionals, to ensure needs are identified and met
22. To provide for children's/young people's physical needs where necessary, and part of the personal plan
23. To administer medication in line with the personal plan
24. To deal promptly and sensitively to complaints from those using the service, within the framework of the Council's Complaints Procedure
- 25.To attend and contribute to case conferences, reviews, progress meetings and other meetings when necessary

## What you will deliver:

26. Promote the welfare and wellbeing of children /young people and when appropriate advocate for them
- 27.To act as a team member, supporting colleagues and accepting support as necessary
- 28.To work jointly with team colleagues on identified cases
- 29.To attend and participate in team meetings as required
- 30.To engage in practical activities within the home and grounds to ensure it's upkeep, safety, such as cleaning
31. To transport children/ young people to appointments, meetings ect. in line Parental Duties
- 32.To be accountable for all monies allocated for specific purposes
33. To participate in regular supervision in line with The Regulation and Inspection of Social Care (Wales) Act 2016
- 34.To participate in training and staff development programmes as deemed appropriate by the Line Manager
- 35.To provide a service which is anti -discriminatory on the grounds of race, sex, age, marital status, sexual orientation, disability, religion or nationality
- 36.To operate Health and Safety standards and procedures, which comply with statutory requirements and the Divisions policies
- 37.To comply with legislation, regulations, polices, procedures and standards of good practice
- 38.To work in line with the Code of Professional Conduct

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

## What you will deliver:

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:

Essential	Desirable
A firm commitment to continuous professional development	Welsh Language Level 2 to Level 5.  For details on the levels please refer to The Welsh Language Skills Guidelines, which can be found in the Welsh Services section of the RCT Council Website.
Welsh Language Level 1 - All employees will be required to undertake a basic Welsh Language Induction to reach this level. Please refer to The Welsh Language Skills Guidance online <a href="http://www.rctcbc.gov.uk/WelshSkills">www.rctcbc.gov.uk/WelshSkills</a>	QCF /NVQ Level 3 Diploma in Health and Social Care (Children and Young People)
A commitment to undertake and complete QCF Level 3 Diploma in Health and Social Care (Children and Young People) within 2 years of registration with Social Care Wales	Experience of working with Children and Young People in crisis
An understanding of the Rights of Children and Young People	

### Experience:

Essential	Desirable
Can demonstrate a having participated in the direct care of children or young people	A proven commitment to working with children/ young people who are in crisis



## Welsh language skills:

Essential	Desirable
<p>Welsh Language Level 1 <input checked="" type="checkbox"/></p> <p><i>All employees will be required to undertake a basic Welsh Language induction to reach this level</i></p>	<p>Welsh Language Level 2 <input checked="" type="checkbox"/></p> <p>Welsh Language Level 3 <input type="checkbox"/></p> <p>Welsh Language Level 3-5 <input type="checkbox"/></p> <p>Welsh Language Level 4 <input type="checkbox"/></p> <p>Welsh Language Level 5 <input type="checkbox"/></p>
<p>For details about the levels please refer to 'The Welsh Language Skills Guidance' online: <a href="http://www.rctcbc.gov.uk/WelshSkills">www.rctcbc.gov.uk/WelshSkills</a></p>	

## What skills you will use in the workplace:

Competency	Community & Social Care Competency Framework
Competency Areas	Competency behaviours and values
Looking after Service Users best interests	<p>Listens to views of the service user and includes those involved with the service user to define the best way forward</p> <p>Supports and enables service users to make decisions</p>
<b>Achieving Results</b>	<p>Takes responsibility</p> <p><b>Is flexible, can switch tasks/roles/priorities to deal with new demands, changes or new information</b></p> <p>Demonstrates professional competence and consistently delivers high quality outcomes</p>
Working with Partners	<p>Works to overcome conflicting viewpoints for the best interest of the service user</p> <p>Recognises the value and expertise of others in the wider environment</p>

	Keeps partners informed and up to date with what is happening with service users
<b>Earning Service Users Trust</b>	<p><b>Maintains clear professional boundaries, whilst demonstrating a clear understanding of the service users issues</b></p> <p>Sets up/supports care packages that genuinely meet identified needs as much as possible</p> <p>Is person centred and empathetic in responding to the individuals emotional and psychological wellbeing</p>
Encouraging Professional Development	<p>Recognises that there is always room for self-improvement</p> <p>Participates in regular reviews and supervisions to identify goals and areas for development</p>
Communicating Effectively	<p>Genuinely listens to others views, openly considers what they are saying</p> <p>Is able to deliver difficult messages sensitively</p> <p>Communicates clearly and concisely</p>
<b>Complying with Health &amp; Safety</b>	<p><b>Puts measures in place to minimise risk of incidents</b></p> <p>Is aware of all relevant Health and Safety procedures</p>

## Special Conditions and Professional Requirements

Personal responsibility for registration with Social Care Wales on appointment (or on completion of the Social Care Induction Framework) and continuous registration on Part 2 of the Register thereafter

Flexibility and responsiveness to changing priorities

Requirement to travel independently throughout Rhondda Cynon Taf County Borough Council and out of county on a needs basis