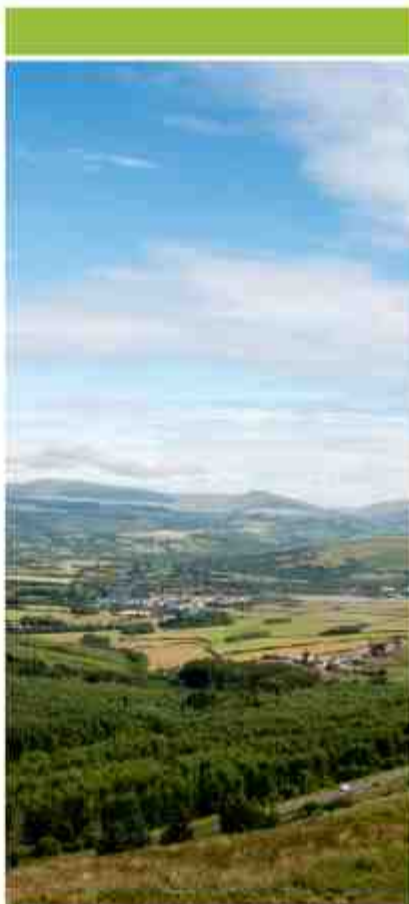




SWYDDI CYNGOR
RHONDDA CYNON TAF
COUNCIL JOBS



**Pecyn
Gwybodaeth
i Ymgeiswyr**

**Candidate
Information
Pack**

JOB DESCRIPTION

Residential Child Support Worker

To be responsible, as a member of the staff team, for the direct day to day care of disabled children and young people and other supportive tasks and duties.

Post Reference Number: 005147

Date of Job Description: August 2022

Version:

Grade	GRADE 7
Location	6, NANTGWYN, CWMDARE, ABERDARE, CF44 8TB
Group	Community & Children's Services
Division	CHILDREN'S SERVICES
Department/Section	SAFEGUARDING & SUPPORT
Team/Sub Section	NANTGWYN
Responsible to	OFFICER IN CHARGE/RESIDENTIAL MANAGER
Posts reporting to this post	NONE
DBS Required	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 be responsible, as a member of the staff team, for the direct day to day care of disabled children and young people and other supportive tasks and duties.
- This will include evening and weekend work as required.
- The standards that are applied to this post are NVQ/QCF Level III Awards in Care.

What you will deliver:

1. To act as a keyworker to disabled children and their families.
2. To develop provider plans for the delivery of service to individuals.
3. To Liaise with other workers, Social Workers, Occupational Therapists, Nurses, Teachers and other agencies.
4. To provide personal care to disabled children when required.
5. To provide for children's physical needs as necessary, for example, by cooking, washing, ironing, shopping, bathing, budgeting, or by enabling children to carry out such tasks for themselves

6. To talk and listen to children, and observe their behaviour and record significant features.
7. To record risks to children, and work with OT's, Physios, families and Managers to minimise them.
8. To inform colleagues of relevant developments, for example during handover.
9. To be alert to signs of distress or abuse, and to ensure that the children and young people are monitored and protected.
10. To be sensitive to the needs of individual children, taking account of race, culture, language, religion.
11. To provide additional support and comfort to children under stress.
12. To share in the practical activities necessary to maintain the home.
13. To be accountable for monies allocated for specific purposes.
14. To participate in appropriate training offered.
15. To Maintain confidentiality.
16. To report to a line manager, or appropriate person, malpractice's or evidence which may suggest it.
17. To carry out health and safety responsibilities in accordance with the divisions Health & Safety document.

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:

Essential	Desirable
<p>Essential</p> <p>QCF level 3 in Care, within two years of registration with the Care Council for Wales in the direct care of, or work with, disabled children and young people</p> <p>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 www.rctcbc.gov.uk/WelshSkills</p>	<p>Desirable</p> <p>NVQ/QCF Level 3 in Care</p> <p>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.</p>

Welsh language skills:

Essential	Desirable
<p>Welsh Language Level 1 <input checked="" type="checkbox"/></p> <p>All employees will be required to undertake a</p>	<p>Welsh Language Level 2 <input checked="" type="checkbox"/></p> <p>Welsh Language Level 3 <input checked="" type="checkbox"/></p>

What skills you will use in the workplace:

Competency	Community & Social Care Competency Framework
Competency Areas	Competency behaviours and values
<p>Working with Partners</p> <p>Learns from partners</p> <p>For details about the levels please refer to The Welsh Language Skills Guidance online: www.rctcbc.gov.uk/WelshSkills</p>	<p>Sees other partners as professionals and is respectful towards them</p> <p>Recognises that all members of the team have different skills and experiences that can be drawn on.</p> <p>Contributes to a strong team spirit of shared responsibility and co-operation.</p>
<p>Working with Team Members</p>	

Communicating Effectively	<p>Keeps a flow of information going to allow quick resolution of issues or queries.</p> <p>Uses style of language that others (e.g. children, young people, community representatives, managers, professionals) can clearly understand.</p>
Looking After the Service Users' Best Interests	<p>Works with individuals to assess their needs and preferences within the organisational constraints.</p> <p>Explores and identifies the range of risks within the situation to service users, others and self</p>
Earning Service Users' Trust	<p>Respects service users individuality, feelings and beliefs, their rights to privacy and to make choices.</p> <p>Is person centred and empathic in responding to individuals' emotional and psychological wellbeing.</p>
Working with Change	<p>Is willing to try new ways of working and is flexible to them.</p> <p>Has creative and different ideas about how to move things forward in service areas.</p>
Achieving Results	<p>Is willing to go 'above and beyond' to exceed expectations.</p> <p>Is positive and creative about what can be achieved with existing resources/budgets.</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>
Complying with Health and Safety	<p>Puts measures in place that minimise risk of incidents.</p> <p>Always reports any risks or incidents to the correct people.</p>

Special Conditions and Professional Requirements

Social Care Wales registration.