



specialist services for children

## JOB DESCRIPTION

<b>Title Of Job.</b>	Waking Night Therapeutic Carer.
<b>Responsible To:</b>	The Management Team and Directors of The Lioncare Group.
<b>Supervisory Responsibilities:</b>	None.
<b>Location:</b>	One of the Therapeutic Children's Homes. In addition, any other home or resource owned or run by The Lioncare Group that may be in operation during the period of employment.
<b>Main purpose of the job:</b>	<ol style="list-style-type: none"><li>1. To take responsibility for ensuring the safety of all adults and young people at the home during sleeping hours.</li><li>2. Assist with the provision of quality "good enough" therapeutic care for each young person living at the home, and to assist in meeting their individual needs during sleeping hours.</li><li>3. To actively assist in promoting and maintaining a group living environment that is appropriate for the nurturing and development of young people.</li><li>4. To take responsibility for completion of all domestic duties, including laundry, during sleeping hours.</li><li>5. To be an active member of the team of adults within The Lioncare Group.</li><li>6. To adhere to all statutory guidelines and procedures relating to the appropriate provision of residential care to young people.</li><li>7. To follow agreed care plans and treatment programmes.</li><li>8. To undertake and all associated administrative duties.</li><li>9. To act as a positive adult role model for the young people living at the home.</li><li>10. To provide opportunities for each young person to gain an experience of being cared for in a positive, real and meaningful way.</li></ol>
<b>Equal Opportunities</b>	The Board of Directors of Lioncare Limited has a strong commitment to achieving equality of opportunity in both the service it provides and the employment of its entire staff and expects all employees to promote this policy in their work.

## **GENERAL DUTIES**

In accordance with the stated aims and developing practice approach of the Company, the duties of a Waking Night Therapeutic Carer are:

### **Care Practitioner:**

1. To carry out duties in a professional manner at all times whilst employed by the Company, and assist, support and promote the Company within the wider market place.
2. To work within the stated aims and objectives of the Company and adhere to all guidance, policies and procedures as stated in the Company's *'Employee Handbook'* and in the homes *'Policy and Procedures Manual'*, at all times working in the best interests of the young people in our care and ensuring their basic and essential care needs are met.
3. To comply with regulations and guidelines as laid down by relevant government legislation (particularly the Children's Act 1989, National Care Standards and legislation relating to child protection).
4. To assist in ensuring that the physical standard of the facilitating environment (the building and surrounding areas) of the home is maintained at all times to a high standard, and that the home provides a safe and appropriate environment in which our young people can grow and flourish, and in which the adult team can conduct their work.
5. Co-ordinating the Waking Night Shift and assuming responsibility for planning and completing the tasks conducted at the home during sleeping hours.
6. To assist in accurately and effectively assessing the therapeutic needs of the young people in our care and in delivering our services within a framework of good professional therapeutic practice through contributing to the Needs Assessment and combined Care Plans / Treatment Programmes.
7. To liaise in a professional manner with all personnel and agencies associated with the home.
8. To promote good relationships between the home, the young people, the local community and all personnel and agencies associated with the home.
9. To create and develop positive links between the local community and the home, enabling the young people in our care to participate fully in the life of the local community.
10. To act as a positive role model for the young people in our care.
11. To encourage and be actively involved with the various pursuits followed by the young people both at the home and within the local community.
12. To act in the role of advocate for the young people as and when required.
13. To undertake delegated tasks and instructions from Line Managers to a level of competence expected from the grade of post.
14. To attend meetings when appropriate.
15. To exercise responsibilities under the Health and Safety at Work Act.
16. To ensure the implementation of the company's equal opportunity's policy in relation to the adults, young people and all others associated with the home.
17. To participate in consultancy, appraisals, supervision and all other relevant meetings and gatherings.
18. To undertake training as required.
19. To adopt a flexible approach to the work and the working conditions.
20. To carry out other such duties that may be required from time to time in accordance with the competence of the position.
21. To generate an open, honest and supportive atmosphere within the home in order to develop the growth and development of both adults and young people.

## **SPECIFIC DUTIES:**

### **Waking Night Therapeutic Carer:**

1. To actively participate in the process of handing-over relevant information at the start and end of the shift.
2. To assist with settling young people in their rooms and undertaking any routine required of the post (e.g. reading on the landing).
3. To take responsibility for ensuring that the home is safe and secure during sleeping hours.
4. To undertake regular checks on the young people during sleeping hours.
5. To support and nurture the young people if they experience difficulties during the night, and assist them in returning to sleep.
6. To undertake all administrative tasks and logging of information as required of the post including compiling and contributing to reports and other documents as required.
7. To take responsibility for initiating correct procedures and actions in the event of an emergency situation occurring during sleeping hours including alerting the adult on sleep-in duty and Registered Manager if appropriate.
8. To organise and action all domestic duties and laundry during the allocated shift to ensure the standards of the home and the living environment are maintained and that all clothing is laundered and ironed to a high standard.
9. Assume responsibility for a designated additional responsibility in the home (e.g. designated responsibility for compiling shopping lists etc). To include managing all aspects of planning, monitoring, developing and implementing of this area.
10. Ensuring that that the young people have all necessary school equipment and correct uniforms ready for them in the morning.
11. Preparing packed lunches in line with the 'packed lunch menu' for the young people to take to school the following day, and ensuring that the correct packed lunch is made for the right young person.
12. To take personal responsibility for keeping informed of developments and changes in the day-to-day business of the home through reference to relevant forms of logging and recording of information.
13. Immediately alerting the Registered Manager &/or Director of any concerns regarding inappropriate or unacceptable practice occurring within the home, the organisation or external agencies.
14. Delivering the therapeutic practice approach carried out at the home.
15. Attending internal and external meetings and forums as necessary.
16. Fully participating in the formal process of supervision.

## **SELECTION CRITERIA / JOB SPECIFICATION:**

The criteria below indicate the qualities that are needed to do the job well. Candidates for the post will be selected according to the extent to which they satisfy these criteria. Evidence of potential will also be considered. Most of the criteria must normally be met in order to qualify for selection.

### **Essential Criteria:**

- Sound knowledge of good child care practice and child development.
- A reasonable standard of education.
- A stable and balanced personality able to work under pressure.
- Ability to manage own workload in a clear and structured manner within agreed timescales and to work in isolation.
- Ability to work unsociable hours and to remain awake throughout the night.
- Insight into the needs of young people living in the care system.
- Respect for young people and to the principles of equal opportunities and anti-discriminatory practise.
- A commitment to delivering a high standard of quality care and nurture to vulnerable young people.
- Ability to provide nurture and comfort to young people.
- Confidence to use own initiative when appropriate.
- Ability to be assertive without being aggressive.
- A clear understanding and acceptance of the importance of boundaries and routines for young people.
- A willingness to undertake further training and professional development in the areas of therapeutic child care and related areas.
- Good interpersonal skills and ability to work as part of a wider team.
- The ability to adopt a flexible approach to the work and to the working conditions.
- Good written and oral communication skills.

### **Desirable Criteria:**

- A minimum of 1 year proven experience gained in the field of residential child care.
- A reasonable understanding and awareness of current child care legislation.
- A reasonable level of competency in the use of word-processing and computers.
- Full driving licence.

This job description sets out the duties of the post at the time it was drawn up. Such duties may vary from time to time without changing the general character of the duties or level of responsibility entailed. Such variations are a common occurrence and cannot of themselves justify a reconsideration of the grading of the post.