



**Support Worker
Miss A
Job Ref: CW002**

Job Title:

Support Worker (young people)

Location:

Near to Bury St Edmunds, Suffolk

Hours and Shifts Available:

2 x 8 hour shifts Monday – Friday, working 2:1 with another member of the team.

Employer:

Hansells solicitors acting in capacity as Financial Deputy

Line Manager:

Team Leader

Pay:

£12.35 per hour for weekdays

£13.48 for weekends

Any Occupational Restrictions?

This post is open to female staff only as it involves personal care. *Occupational Requirement (Equality Act 2010, Schedule 9 Part I)*.

About Miss A

Miss A is described as an outgoing and determined person with a wicked sense of humour.

Miss A has cerebral palsy and is very skilled in using her electric wheelchair to get around independently. She also has a Motability vehicle which is driven by her support team.

In June 2023 Miss A will be leaving full time education and is currently being supported to explore alternative opportunities so she can develop a meaningful weekly activity plan. She has already secured some regular voluntary work, and is also seeking some educational and leisure opportunities.

Miss A is very close to her mum and live together in spacious adaptive bungalow. They have a good established morning routine which they are planning to maintain. Miss A needs support with all of her personal care needs and manual handling. Miss A is able to drink from a specialist cup independently, however she needs support with eating and ensuring her food her cut up.

Miss A has good verbal communication and is able to make her needs known, although it can sometimes take new people a little time to become familiar with her



speech. Miss A is usually patient while people get used to her and will repeat herself if requested to do so.

At times Miss A can become frustrated and will express this through her verbal and non verbal communication. Those working with Miss A are currently receiving support from a specialist psychologist to ensure suitable management plans are in place.

To enable Miss A meet her goal for her new weekly time table we are seeking to employ a new part time team member who can work flexibly whilst the time table is established. They will need to have a positive attitude and be able to encourage Miss A to try new experiences. It is envisaged that the support will initially remain as two staff working together with Miss A, one being a familiar team member.

The Roles and Responsibilities of the job:

As above Miss A shares her home with her mum and therefore sensitivity to the family home environment is crucial.

Shifts will be organised between Monday to Friday each week, although there is the possibility that some support may be required on a Sunday morning.

Staff will generally begin shifts at 0800 hrs on weekdays so that Miss A will have consistency. The shifts will usually be for 8 hours daily, however this may vary depending on any evening activities.

There may also be opportunities to support Miss A on short break holidays although this will not be essential.

- All personal care including washing, dressing, skin, teeth, nail and hair care.
- Assisting with her mobility, including assisting her to transfer using hoisting/stand aid equipment – all training will be provided.
- Encourage active participation in all areas of household management including housework, laundry, and meal planning, shopping and meal preparation.
- Encouragement and assistance with therapy regimes.
- Promoting purposeful, structured time both at home and in the community as well as supporting her with her leisure and social activities.
- Transporting client in her own vehicle and provide some support with mobility needs within the home.
- Accompanying Miss to medical or other appointments if needed, although mum usually supports these
- Assisting/supporting with medication administration if necessary as required.



- Support Miss A to maintain contact with other member of her family and facilitate visits.

Pay and Other Benefits:

We are a Case Management company, commissioned to provide supervision and management to staff who are employed by the person they work for. When you join a team working with Ben Holden Ltd, you will receive excellent support from a specialist Case Manager and Registered Manager, access to exceptional training to develop your professional knowledge and expertise, and the benefit of forming a meaningful relationship with the person you will be working with, to make a real difference to their life.

- £12.35 for daytime hours
- £13.48 for weekend hours
- 5.6 weeks annual leave per annum (pro-rata)
- Enhanced rates of pay for bank holidays
- 2 weeks employer sick pay
- Pay to attend supervision and training
- Mileage rates for use of own vehicle
- Access to the Ben Holden Ltd employee well-being programme

The Work Environment

Miss A lives in an adapted bungalow which she shares with her mum, and their two pet dogs.

Family is important to Miss A, and she is close to grandparents. Visits are generally pre arranged, however at times these can be spontaneous.

Confidentiality:

The ability to respect the privacy of Miss A is fundamental to this position. All matters relating to her condition are to be treated as confidential and are not to be disclosed to a third party. As this employment is based in the private home it is inevitable that on occasion the support workers will become privy to certain matters relating to the personal life and business affairs of the family. These too should be treated with the utmost confidentiality and, wherever possible, the support workers should avoid coming into contact with the family's personal belongings and correspondence.

Person Specification:

Applicants are invited who can fulfil the following criteria.

Area	Essential?	Desirable?
Skills		
Ability to use IT for record keeping and care planning (or a willingness to learn).	Yes	
Effective communication skills, written and verbal.	Yes	



Full UK driving licence and confident driver	Yes	
Able to work alongside Miss A, family and professionals involved to ensure a team approach to the support provided.	Yes	
Experience		
Experience of working paid or unpaid with young people with learning and physical disabilities, especially Cerebral Palsy	Yes	
Experience of working in peoples own homes		Yes
Use of safe manual handling practice with people with disabilities		Yes
Working with young disabled adults		Yes
Experience of working with people with communication difficulties		Yes
Knowledge and Understanding:		
Knowledge and understanding of safeguarding	Yes	
Knowledge of confidentiality and privacy issues	Yes	
Disability awareness.	Yes	
Personality and interests		
Enjoy swimming, shopping, being active.		Yes
Positivity, patience, personable, approachable and calm	Yes	

BHL is committed to the protection of individuals from avoidable harm and abuse. All successful applicants will undergo an Enhanced DBS (with barred list) checks (at the expense of the employer). This role is exempt from the Rehabilitation of Offenders Act, and it's a criminal offence for people who are barred from working in regulated activity to apply for this role. We will require a full job history and evidence of your conduct at work (for roles involved in working with vulnerable groups).