trust

POST:
Housing Care Worker (Nights)

LOCATION:
Development Based

PURPOSE OF JOB

To assist in the delivery of services to enable tenants to obtain maximum benefit from the development whilst enhancing the quality of their lives and supporting them to live independently in the community.

MAIN DUTIES & ACTIVITIES

1. Provide sensitive, efficient support and care service in line with Trust policies and procedures.

2. To ensure the implementation of the aims and objectives of the development, with particular emphasis on assisting both tenants and other staff.

3. To maintain the highest standards of support and personal care for tenants ensuring a high level of comfort.

4. To ensure tenants can maximise their privacy, independence and choice in an open and trustworthy way ensure that respect and dignity is maintained at all times.

5. To be aware of and comply with Health and Safety matters at all times.

6. To implement procedures for dealing with emergencies including liaising with emergency services and answering alarm calls.

7. Ensure that tenants receive regular checks in line with individual care plans.

8. Carry out tasks relating to the protection and security of the building.

9. Carry out quiet tasks as delegated by Housing with Care Manager or Senior staff.

10. Testing equipment such as fire alarms, tenant pendant alarms as necessary and required by policy and procedures.

11. Participate in staff meetings, supervision and appraisal processes.

12. To undertake training and personal development.

13. To undertake duties and responsibilities in accordance with the scope of the Housing Care Worker and tenant needs.

EQUALITY, DIVERSITY AND INCLUSION (EDI)

Trust is an Investor in Diversity organisation and as such we seek to promote equality, inclusion and diversity in all that we do.
You will be required to:

- Be aware of and engage with Trust' EDI Strategy and Policies, IID and LID action plans surveys, induction & review sessions and focus groups.
- Contribute to EDI discussions in team meetings and share updates and case studies
- Ensure your EDI training is up to date
- Attend EDI learning and networking events
- Access where relevant, EDI information on Trust's intranet
- Be clear of your responsibilities for EDI as a staff team member and the expected behaviours and values set by Trust
- Challenge any inappropriate behaviour, bullying or harassment and discrimination and report it through the appropriate channels.

REPORTING ARRANGEMENTS

The post holder will report to the Housing Care Manager however during evening shifts support will be available from Trust Out of Hours

PERSON PROFILE AND SPECIFICATION

Skills & Abilities	Essential	Desirable
Previous experience in a care related service	✓	
Excellent verbal and written communication skills	✓	
Ability to deal with challenges in a calm and efficient manner	✓	
Education, Qualifications, Training & Development	**Essential**	**Desirable**
SVQ Level 2 or a commitment to achieve this qualification in line with Trust's qualification programme timetable.	✓	
Experience in the administration of medication, safer people handling, and any other training relevant to the post.		✓
Other factors and attributes	**Essential**	**Desirable**
A highly flexible approach and willingness to contribute to the success of the development. Able to demonstrate a clear understanding, personal commitment and positive approach to the values and vision of the Association to deliver an effective and valued service to our customers.	✓	
Equal Opportunities	**Essential**	**Desirable**
This organisation is working actively to promote equality of opportunity both in its employment practices and in the delivery of its services. It is essential that the post holder is willing to work in accordance with existing policies and Codes of Practice.	✓	

Signed _____   Dated _____