

PERSON SPECIFICATION: SENIOR SUPPORT WORKER

	Essential criteria for the role
Education and qualifications	1. To undertake all core and appropriate training for the role including online e-learning
	2. Hold a level 2 qualification in health and social care, or be willing to work towards within the first year of your employment
	3. Able to read and understand all written communication and documents
Skills and abilities	4. Computer literate and able to use email and learn new systems eg. Google docs, BWCare
	5. Able to accurately report, record and maintain electronic and written records
	6. Able to maintain high standards of practice and performance in role
	7. Basic numeracy skills for handling money and medication
	8. Able to be proactive and show initiative
	9. Able to lead a shift and provide on-the-job coaching to others eg. Support Workers, Bank Workers, agency workers, volunteers, work experience students
	10. Able to promote people's choices and rights and support them according to their person centred support plan
	11. Able to interact and communicate with a variety of people e.g. people we support, staff, families and professionals
	12. Able to check in and dispense medication and ensure all medication has been administered during the shift
	13. Able to lead handovers, prioritise work and delegate effectively to other staff
	14. Able to undertake regular health and safety checks eg. food hygiene, fire safety, first aid boxes; and recognise and report deficiencies
	15. Assist with all aspects of daily living e.g. household tasks, personal care
	16. Able to deal with difficult or emergency situations
	17. Able to work a range of shifts including earlies, lates, evenings and weekends and a flexible approach to ensure the needs of the service and the people we support are met
	18. Able to arrange shift cover at short notice eg. to cover shortfalls and absences
Experience and understanding	19. At least 2 years proven experience as a Support Worker or already be working as a Senior Support Worker
	20. An understanding of and commitment to dignity, respect and human rights
	21. Knowledge of and commitment to equality and diversity
	22. Importance of maintaining confidentiality and data protection
	23. Ability to work as part of a team
Desirable criteria	24. Car driver