



## Role Description – Team Leader

### Principal objectives

- To assist in providing a caring, homely setting for young people with learning disabilities
- To work as a support worker with young people with learning disabilities and others as part of the residential living setting and the college sessions engaging socially, culturally and professionally within this group of diverse individuals
- To work to social care standards in accordance with national law, policies and procedures and The Mount code of practice
- Take part in training and development activities to achieve the above objectives

### Main responsibilities

- Teach and support the care (physical and emotional) and the independence skills training of students
- Administer and monitor medication
- Providing learning situations in the wider environment (walks, excursions)
- Support the training of support workers and volunteer co workers
- Assisting in sessions as per timetable (inside and outside the house)
- Supporting cultural activities (eg birthday celebrations, also events outside the community)
- Supporting the religious life (Services, Festive Suppers and Festivals)
- Prepare house and paperwork with house coordinator prior to start of term
- Involvement with writing up of house notes, risk assessments and support plans.
- Prepare meals with students in rotation with other co-workers
- In consultation with Tutors and House Coordinator(s) update SP's, RA's, study programme, house notes
- Contribute to annual review meetings
- Participate in supervision (6 times per year)
- Attend Parents and Open Days
- Support students to maintain regular contact with parents / carers
- Attend Home Faculty and any other meeting deemed necessary in order to gain insight into the running of the community and add support to it.
- Arrange the running of the household in agreement with and in absence of the house coordinator

### Health and safety, Safeguarding, Equality, Diversity & Inclusion

- Involvement with risk assessing students and outings
- Develop and maintain safe working practices
- Report necessary repairs to maintenance group
- Maintain Health & Safety standards within the house
- Commitment to the Mount policies and procedures.
- Develop and maintain safe and inclusive working practices.
- Commitment to engage with The Mount's working groups
- Document any incidents and report to The Mount safeguarding group



## **Personal specifications/personal qualities and skills**

- Warm and positive approach to young people with learning disabilities
- Interest and willingness to support and work with social and therapeutic work
- Openness to guidance and supervision
- Willingness to receive and give feedback
- Willingness to develop good social and communication skills
- Interest and willingness to working with others and taking part in common cultural, social and work activities within the college context
- Care Certificate training or Social Care diploma is desirable but not essential
- Driving licence preferred

## **Training expectations**

- Participation in the Care Certificate Training Course is compulsory
- Further training according to personal development plan
- Participation in ethos related training is expected

## **Responsibility**

The support worker is responsible to the House Coordinator, the Home Faculty and the Co-ordinator for Care and Support