



Sólás Home Support Worker JOB DESCRIPTION

Charity No. NIC100114

Job Title:	Specialist Home Support Worker (full time)
Location:	Based at Sólás premises, 284a Ormeau Road, Belfast BT7 2GB.
Reports To:	Home Support Coordinator
Salary:	£26,325.00 to £27,300.00 dependent on experience.
Hours:	37.5 hours per week Monday to Friday office hours. Monday – Thursday 9am – 5.30pm, Fridays 9am – 2.30pm
Application closing date:	10am Monday 24 th March, 2025
Interviews:	Shortlisted candidates will be contacted on 24 th and 25 th March for interview Thursday 27 th March, 2025.
Start date:	TBC

Sólás delivers practical support services for children & young people with additional needs including autism, and their families. Based in South Belfast, it strives to promote the inclusion of those with disabilities into the social, economic and cultural life of the community, and promote values of fairness and equality.

All applicants must have a Full UK Driving License and access to a car to be able to fulfil role obligations.

Key Responsibilities:

- Work alongside the project coordinator to ensure comprehensive assessment of each child's needs accessing the Home Support service, and thus take an active part in planning and developing individualised child-centred and family-centred support programmes.
- Engage and deliver the specific individualised programme of support for each child and family accessing the Home Support service
- Support quality care initiatives such as ensuring user participation and parent input for Home Support sessions.
- Prepare Visuals, PECs resources and social stories etc. as required by families supported on Home Support Programme.
- Work closely with colleagues in the multidisciplinary team to ensure a comprehensive and seamless support service for children.
- Assist in the procedures for assessing, monitoring and evaluating of the Home Support service offered by Sólás.

- Engage with referral networks to reach/support children with additional needs in the specified Belfast geographic area.
- Ensure a working knowledge of and act within the Sólás guidance for ‘Safeguarding Children’ and other related policies such as lone working and staff code of conduct.
- Ensure adherence to all statutory guidelines, including BHSCCT and Childcare Minimum Standards;
- Communicate effectively and sensitively with children with additional needs and their parents/ carers. Communication with parents/carer should be carried out with due regard for confidentiality and where appropriate on a one to one basis.
- Participate in relevant mandatory training as specified by coordinator / management.
- Participate and contribute to regular team meetings.
- Participate in regular reviews and appraisals.
- Monitor and deliver the agreed work plan within the timeframes and schedules agreed

Personal Responsibilities:

- Maintain absolute integrity and confidentiality in relation to service user information and personal data;
- Ensure GDPR guidelines are followed at all times;
- Adopt an open approach to diversity and promote inclusion at all times;
- Adopt a flexible approach to working hours and work demands, in order to deliver a flexible support to both colleagues and management;
- Participate in appropriate training as directed by Sólás and highlight own training needs.

Organisational Responsibilities:

- Assist with delivering the Home Support provision and be the key point of contact for families in the home support service;
- Liaise with other staff and colleagues and contribute to team meetings on relevant issues;
- Adopt a proactive approach in promoting Sólás and activities relating to its programmes;
- Be an active member of the staff team and contribute to organisational objectives;
- Ensure you adhere to all Sólás policies and procedures;
- Any other duties deemed necessary by the management of Sólás.

N.B. This job description is not definitive or restrictive and may be modified at any time to meet the changing needs of Sólás.