SÓLÁS RESPITE WORKER – Job Description

**Job Title:** Respite Support Worker

**Hours:** As and when required

**Base:** Solas, 284 A Ormeau Road, Belfast, BT7 2GB

**Responsible to:** Home Support Coordinator

**Responsible for:** Working one to one with a child, providing care, support and help to access local community/leisure facilities.

**Salary:** £8 per hour

**Mileage:** £0.28p per mile

**Key Responsibilities:**

* To develop and maintain a positive, encouraging and supportive relationship with each child and his/her parents.
* To encourage and support the child to develop social skills by organizing and participating in outdoor activities and increasing opportunities for new experiences.
* To work flexibly to meet the needs of each child and their family. This may require evening or weekend work, by adhering to the arrangements agreed for each child/family.
* To become familiar with the leisure facilities in the child’s local area.
* To ensure that each child’s health, safety and well-being is promoted.
* To befriend the child and to ensure each child is treated with dignity and respect. Is valued as an individual and a child first.
* To ensure that corporal punishment is not used when working with children.
* To attend meetings, courses and working groups to meet the requirements of the post and meet the needs of the child.
* To understand, adhere to and promote organizational policy and procedure e.g. Child Protection, Confidentiality, Data Protection, Equal Opportunities, Health & Safety, etc.
* To report immediately and medical attention needed, emergencies or serious incident/accidents regarding the children to the Home Support Coordinator.
* To work as a member of the team and contribute to the overall performance of the team.
* To promote, develop and maintain good public relations.
* To attend regular supervision/feedback sessions with the Coordinator, to ensure the child is supported and to address individual training/ development needs.
* To inform the Coordinator as soon as possible of any planned unavailability to work.
* To undertake any other relevant duties which may be required within the sphere of the post.

**Personal Responsibilities:**

To adopt a flexible approach to working hours in order to deliver flexible support and care and to support the best interests of the children in our care.

Participate in appropriate training as directed by Sólás and highlight own training needs.

SÓLÁS ASD RESPITE WORKER- PERSONNEL SPECIFICATION

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|  | **Essential** | **Desirable**  |
| **Qualifications/ Attainments** | * Knowledge and/ or experience of using or assisting with specific interventions developed to meet the needs of children with autism and learning disabilities, i.e. schedules, visual prompts.
 | * Pediatric first aid training completed within the past 3 years.
* Makaton training.
* Safeguarding training.
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| **Relevant Experience** | * Experience of working with young children.
* Experience of working with children with ASD and/or a learning disability.
 | * Experience of working with children with challenging behaviors.
* Experience of lone working.
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| **Special Attributes**  | * Knowledge and understanding of the Autistic Spectrum.
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| **General Skills** | * The ability to Communicate Effectively, both orally and in writing.
* Good written skills.
* Ability to use own initiative.
* Excellent listening skills.
* Good personal Organisation, time management and ICT skills
* Ability to work under own initiative as well as take instruction from senior management
* Motivated and capable of taking initiative.
* A positive attitude to work and a willingness to learn.
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| **Disposition** | * Warm, friendly and enthusiastic.
* Sensitive to needs and emotions of families.
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| **Circumstances** | * Good attendance at work.
* Car Owner and be prepared to access business insurance.

This requires an insurance policy in drivers own name,* Flexibility regarding hours of work, e.g. evening and weekends.
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