**Job description**

SERVICE: Poppy Homecare

POST TITLE: Support worker

LOCATION: Edinburgh/Lothians

REPORTING TO: Manager/Team Leader

CLOSING DATE: tbc

# About us:

# Poppy homecare is an established company providing tailored care services for autism, learning and physical disabilities based in East Lothian.  The service is set around a home environment but also includes a service out with the home. We serve the Edinburgh and Lothian areas.

At Poppy Homecare we want to provide the best service we can and to do this we need team members who are passionate about delivering quality care and serving our customers well.  So in order to do this we want to have the right people to be part of our team at this exciting time of growth. We want our staff to want to make a difference and shine.

In return we will offer:

* Competitive hourly rates
* Training opportunities and opportunity to grow with us
* Flexible working opportunities.

**About the Role:**

Working as part of a small dedicated team, you will be responsible for the delivery of care to adults with a range of both learning and physical disabilities. Delivering care consistent with Poppy Homecare policies and procedures. This will include assisting service users to meet their needs as detailed in their care plan in a focussed way which respects their dignity as individuals, maximising their levels of independence and promoting their inclusion within the wider community.

You must enjoy working with people who have additional support needs and an understanding of their needs; be an effective communicator, showing a courteous manner to service users, carers, other professionals and agencies; be able to work on your own initiative, be honest and enthusiastic with the capacity to learn and apply new skills. You must be available to work flexibly as required.

**Main duties:**

* Assist in providing support to service users to enable them to achieve their needs as outlined in their care plan, including providing direct support relating to personal care, health needs, challenging behaviour and mobility assistance.
* Assist in providing meaningful activities for service users in an environment in which the individual’s physical, social, spiritual and emotional needs can be met. This will often involve providing support on a 1 to 1 basis.
* Assist in implementing autism focussed strategies that support individuals to communicate their needs and encourages social interaction and participation.
* Assist in providing support to maximise the potential of service users to participate in a wide range of socially inclusive opportunities, including supporting service users to get to and from activities.
* Contribute to personal care plans and the review process by taking on the role of keyworker.
* Administer and record service user medication, under the supervision of senior staff members and to monitor the general well-being of service users.
* Assist in developing and maintaining community support networks in liaison with carers and other agencies.
* Work alongside workers from other agencies who may be required to provide 1 to 1 Support to individuals. Sharing good practice and highlighting any issues/concerns that may arise.
* Complete all relevant recording systems as appropriate. This may include service user’s diaries, Accident/Incident Form, or assisting service users with Poppy Homecare complaints procedure
* Assist in promoting positive relationships with staff, carers and other providers.
* To adhere to the Poppy Homecare’s commitment to health and safety, supporting attendance, equal opportunities and compliance with all relevant policies.
* To adhere to the Scottish Social Services Council Codes of Practice.
* This description is indicative of the nature and level of responsibilities associated with this job. It is not exhaustive and the job holder will be required to undertake other duties and responsibilities commensurate with the post

**Experience and Qualifications:**

* Experience and knowledge of working with people in a care setting.
* Be able to adapt and communicate effectively in a wide range of situations
* Be patient and calm
* Can work on their own initiative and are able to plan ahead for clients
* Epilepsy training an advantage
* Possession of a SVQ Level 3 in Social Care is desirable (but not essential).
* Must be flexible in working hours (to be agreed)
* A driving licence is desirable but not essential.

If successful, you will be required to undertake a Disclosure Scotland check, the level of check will be determined by the duties of the post.

If you would like further information in relation to the Disclosure Scotland checks, please visit [www.disclosurescotland.co.uk](http://www.disclosurescotland.co.uk)