



For better
mental health

JOB DESCRIPTION

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| <u>Job Title:</u> | NIGHT RESIDENTIAL SUPPORT WORKER |
| <u>Grade:</u> | NJC APT&C Scale Points 11-13 (£14,733 - £15,444 per annum) 37.5 hour week in accordance with rota. |
| <u>Accountable To:</u> | Care Home Manager |

To work under the overall guidance of the Care Home Manager and the day-to-day guidance of the Shift Leader in providing overnight care and support to residents within Sandwell Mind's Registered Care Homes. NB: Residents are permitted to smoke within designated areas of their Care Home.

To ensure that the residents are treated with dignity and respect at all times. To work within the 'recovery model' and to promote choice and independence for residents whenever possible.

Job Summary:

1. To work at all times in compliance with the Health & Social Care Act, the Care Homes Regulations 2001, the CQC 'Essential Standards', and any amendments to this legislative framework.
2. To ensure appropriate Health and Safety practices are followed at all times.
3. To implement Sandwell Mind's policies and procedures.
4. To work within the recovery model and at all times to treat residents with dignity and respect.

General Duties:

Under the day to day guidance of the Shift Leader and CH manager:

1. To encourage and support residents to be fully involved in the life of the home and the wider community.
2. To encourage Residents to maintain a regular sleep pattern and nighttime routine and to deal appropriately with any issues that occur during the night.
3. To assist residents in the performance of routine tasks and to encourage independent living skills as appropriate.
4. To prepare balanced and nutritious meals for the residents if required.
5. To contribute to the upkeep of appropriate standards of cleanliness and hygiene around the home.
6. To report any maintenance issues within the home.
7. To contribute to other written records as required.
8. To monitor and report changes in the mental health and physical wellbeing of the residents.
9. To accurately handover and communicate information to other staff as required.

To undertake other duties in keeping with the general duties of this post.

Note: The responsibilities of this post may change in line with the developing requirements, subject to appropriate consultation with the post-holder.

PERSON SPECIFICATION – NIGHT RESIDENTIAL SUPPORT WORKER

| | Essential | Desirable |
|---------------------------------|--|------------------|
| Qualifications | NVQ level 3 in Care Home Management (or working towards/willingness to undertake this) | |
| Experience | <p>Previous experience of working with people with mental health issues</p> <p>Previous experience of lone working</p> <p>Previous experience of working in a residential setting</p> | |
| Knowledge, skills and abilities | <p>Knowledge of health and safety issues relating to a care home setting.</p> <p>Knowledge of issues relating to mental health.</p> <p>Ability to work effectively without supervision</p> | |
| Personal attributes | <p>Takes responsibility as appropriate</p> <p>Positive about change and constructive feedback</p> <p>Committed to excellence, looks to improve where appropriate</p> <p>Learns from their mistakes and enables others to do the same.</p> <p>Committed to equality and diversity in line with Sandwell Mind's values</p> | |

PERSON SPECIFICATION

SHIFT LEADER

| | Essential | Desirable |
|-------------------------------|---|---------------------------------|
| Education and Qualifications | Good general level of education | |
| Experience | <p>Evidence of having worked with people who have experienced a mental health problem</p> <p>Experience of having worked within a residential care setting</p> | Experience of staff supervision |
| Skills, knowledge and ability | <p>A good understanding of the appropriate legislation, eg Health & Social Care Act, the Care Homes Regulations 2001, CQC's 'Essential Standards',</p> <p>A good understanding of Health and Safety issues relating to a residential care setting.</p> <p>A good understanding of mental illness and its wider effect.</p> <p>An understanding of the role of Key Agencies and Statutory Services.</p> <p>An understanding of the Key Worker System</p> <p>An understanding of and commitment to the Recovery Model.</p> <p>Good communication skills, both oral and written, with the ability to communicate effectively with staff and residents.</p> | |

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| Personal disposition | <p>Takes responsibility as appropriate</p> <p>Positive about change and constructive feedback</p> <p>Committed to excellence, looks to improve where appropriate</p> <p>Learns from their mistakes and enables others to do the same.</p> <p>Committed to equality and diversity in line with Sandwell Mind's values</p> | |