JOB DESCRIPTION

Ref no: BS0922EB

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| 1. EMPLOYER |
| The employer will be the mother of the boy who requires support |

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| **2. JOB IDENTITY** | |
| **Post title:**  Support Worker | **Location: Stonehaven** |
| **Hours of Work:**  4 hours every week, usually at a weekend, possibly a Wednesday evening, more flexibility in school holidays | **Term:**  This post will be subject to PVG Disclosure Scotland    **Permanent:**  Subject to a three-month probation period |

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| **3. PAY** |
| The hourly rate  **£12.66** per hour |

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| **4. JOB PURPOSE AND WAY OF WORKING** |
| Reliable Person required to provide support to a 13-year-old boy, to enable him to enjoy fun outside the home. To accompany him to activities, specifically swimming, but also parks, woods, beach etc. Looking for a carer who can show initiative, motivate and has some experience of ADHD and autistic spectrum traits. |
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| **5. MAIN DUTIES** |
| 1. Developing a supportive and caring relationship 2. Helping our son to be motivated and to go out and enjoy activities 3. Accompanying him on activities outside the home, specifically swimming, either accompanying him to lessons or supporting him 1:1 in the pool 4. Ensuring safety at all times especially on roads. Being able to be fun, but firm 5. Following advice and instructions from the employer 6. Respecting privacy – always ensuring confidentiality   The above is not an exhaustive list of duties and you will be expected to perform different takes as necessitate by your changing role within the employment. |
| **ANY QUESTIONS CONCERNING DUTIES MAY BE ASKED AT THE INTERVIEW STAGE. TRAINING WILL BE GIVE TO ALL SUCCESSFUL APPLICANTS.** |

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| **6. SUPERVISION** |
| Reliable Person will be directed by and accountable to the employer. It is necessary to ask the employer what the support needs are, observing the employer’s directions and requests. It is important to maintain an open and honest relationship with the employer. It is also necessary to respect the privacy of the family. Confidentiality must be observed at all times. |

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| **8. PERSONAL QUALITIES** |
| The successful applicant should have a lively, fun personality, and have an enthusiastic approach to life. However, it is important that applicants are responsible adults. They must be reliable, trustworthy and be positive & encouraging in their outlook to the work. |

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| **10. REFERENCES & PROTECTING VULNERBLE GROUPS SCHEME** |
| References from 2 referees, one of whom should be a current or recent employer or an academic reference, are required. Employees may be required that you register with the PVG (Protecting Vulnerable Groups) Scheme. Further information can be found at [www.disclosurescotland.org.uk](http://www.disclosurescotland.org.uk) |

****Cornerstone’s Self Directed Support Service**** exists to support people to employ their own Reliable Persons and/or purchase services using direct payments. As an organisation we are not the employer, but merely assist people to recruit staff when required. If you are employed, your contract will be with the person in receipt of the direct payment and not with ****Cornerstone**.**

**Person Specification**

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| **Attributes** | **Essential**  **(The minimum acceptable levels for safe and effective job performance)** | **Desirable**  **(The attributes of the ideal candidate)** |
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| **Experience** |  | Experience of ADHD and autism |
| **Education and Qualifications** | Good standard of education  Willingness to undertake relevant study and training |  |
| **Skills/Abilities specific to the post** | Ability to:  Build strong positive enabling relationships.  Ability to provide enjoyable experiences while always ensuring safety  Ability to deal with any episodes of challenging behaviour  Willingness to learn about autism |  |
| **Inter-personal and social skills** | Good communication skills |  |
| **Additional requirements for this post** | Good timekeeping | Car driver with access to own vehicle |