**Job Description**

**Job Reference Number: IA1024SM**

**Job Title:** Befriender

**Reporting to:** The employer will be the mother of the 11-year-old boy

**Location: Aboyne**

**Rate of pay:** £13.86 per hour

**Hours of work:**

5hrs per week (flexible)

 **Nature of the job role:**

I am looking for someone to spend time with my fun-loving Autistic & ADHD, 11-year-old son.

Ideally you are a gentle and patient person who my son can learn to trust.

I would like someone to support him to attend activities, take him for a walk/cycle and to support him on occasional family outings with the aim of creating fun memories and experiences and to gain more confidence in social environments.

You must be reliable, flexible with a proactive attitude and fun personality.

**Main duties:**

* To start with, build confidence & trust with one another.
* Assistance with his development
* Always ensure his safety, when outside or indoors
* Encouragement and guide with social interaction
* Provide interaction with my son, to help motivation whilst being mindful of his needs
* Taking him to activities, supporting on outings, etc.
* Prevent and protect from getting into dangerous situations by giving supervision.
* Carrying out any other duties consistent with the support plan
* Following advice given by Health professionals involved in his care.
* Confidentiality must always be observed, and it is also necessary to respect the privacy of the family.

**Training below will be offered and paid for by the employer:**

* First Aid
* Child Protection

**Annual Leave:**

28 days pro rata annual leave is paid. The employer does not recognise public holidays.

**Desirable:**

Caring, presentable, reliable, and punctual.

**References and Protecting Vulnerable Groups (PVG) Scheme:**

A reference from 2 employers, one of which should be current or recent will be required. Employees will be required to register with the PVG Scheme.

**Cornerstone’s Self-Directed Support Service exists to support people to employ their own Personal Assistants and/or purchase services using SDS 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 SDS 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 working with adults/children with support needsKnowledge of Autism and ADHD | Experience of working with people in their own home |
| **Education and Qualifications** | * Good standard of education
* Willingness to undertake relevant study and training
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| **Skills/Abilities specific to the post** | Ability to:* Communicate clearly and sensitively
* Use own initiative/self-motivation
* Form and maintain good working relationships with colleagues and staff from other agencies
* Be flexible and adaptable
* Work independently or as part of a team
* Use a positive and supportive approach
 | Ability to:* Form positive relationships with individuals
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| **Inter-personal and social skills** | * Excellent communication skills
* A sense of humour
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| **Additional requirements for this post** | * Able to work flexible hours to meet the needs of the service
* Good timekeeping
 | Car Driver with a car |