**Job Description**

**Job Reference Number: IS0924SM**

**Job Title: Support Worker**

**Reporting to:** The employer will be the mother of the 18-year-old girl

**Location: Inverurie**

**Rate of pay:** £12.66 per hour

**Hours of work:** 27.5 hrs per week

Monday to Friday

10am – 3.30pm

**Nature of the job role:**

I am looking for someone to spend time with my fun-loving 18-year-old daughter who is diagnosed with ASD, but full of personality.

Non-verbal and can be challenging

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

I would like someone to drive her to the events/activities & attend the events and then drive back

Take her for a walk to create fun memories and experiences, to gain more confidence and

Gain 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.
* Assist with P/Care & change
* Assist with snacks & meals
* Assistance with her development
* Always ensure her safety, when outside or indoors
* Encouragement and guide with social interaction
* Provide interaction with my daughter, to help motivation.
* Taking her to activities, on outings, etc.
* Prevent and protect from getting into dangerous situations by giving constant 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:**

* Autism
* Adult Support & 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 needs  Knowledge of Autism | Experience of working with people in their own home |
| **Education and Qualifications** | * Good standard of education * Willingness to undertake relevant study and training |  |
| **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 |
| **Inter-personal and social skills** | * Excellent communication skills * A sense of humour |  |
| **Additional requirements for this post** | * Able to work flexible hours to meet the needs of the service * Good timekeeping | Car Driver with a car |