



Kingswell Support Service Ltd

Job Description: Support Worker

This job description will outline and explain what is required within the role of Support Worker at Kingswell Support Service Ltd. For further information about the company, please refer to the information leaflet or website (www.kingswellsupportservice.co.uk).

Position title: Support Worker

Reports to: Senior Management Team

Wage / Contract: Information available on request

Overview of role:

The Support Worker is required to enable Service Users to access social activities they choose to participate in and help them to manage their daily living tasks. Ultimately, the Support Worker should aim to try to encourage Service Users to be as independent as possible.

Characteristics required of our Support Worker's:

- Hard working
- Friendly, patient and a good listener
- Respectful to the dignity of our service users
- Positive Mental Attitude
- Wear appropriate clothing when working with Service Users
- Good communication skills (in BSL, Deafblind or Speech where needed)
- Ability to teach basic life skills to encourage Service Users to be as independent as possible
- Good organisation skills
- To be respectful of the Service Users' cultural and religious beliefs

Duties and responsibilities:

- To have a full clean driving licence and own a car with business class insurance
- Ability to be flexible to solve problems when they arise
- Prompt and reliable
- Record keeping of Service Users' logs, tasks completed and time sheets
- Report to line manager as required
- To raise any concerns about Service User's welfare if and when needed
- To attend any training required by Kingswell Support Service Ltd
- Maintain DBS clearance
- Able to comply with Kingswell Support Service Ltd Confidentiality Policy
- Mindful of Health and Safety Legislation
- Maintain professional conduct while following Kingswell Support Service Ltd Equality policy
- To be able to work independently and as part of a team

When working with Service Users, the following tasks will be included in your role:

- Assisting Service Users with jobs around the house, e.g., cutting the grass, supervising cooking and completing household chores
- Providing companionship by having chats with the service users
- Helping Service Users with paperwork, e.g., phone bills, letters
- Assisting Service Users with going shopping
- Encouraging and supporting Service Users to be socially active
- Assist Service Users with day trips out, holidays (in U.K and abroad)
- Supporting Service Users with making and attending appointments

If you think you have the qualities listed above and are interested in applying for a job with Kingswell, please send your CV, listing two professional, and one personal references with a covering letter to:

By Email: contact@kingswellsupportservice.co.uk

By Post: Kingswell Support Service Ltd
106 Chaddesden Lane
Chaddesden
Derby
DE21 6LN

BSL Applicants: For applicants whose first language is British Sign Language (BSL), you are more than welcome to send a video of yourself talking about your work experiences, qualifications and why you would like to apply to work with Kingswell Support Service Ltd. Please send videos in compressed format (e.g., zip, jpeg) to the above email address.