

## **JOB DESCRIPTION**

### **NIGHT SUPPORT WORKER**

#### **General Scope of the Post**

To attend to the physical and social needs of residents during the night shift. You will work within the guidelines laid down by the Home Manager.

There will be some domestic work within the general scope of the duties.  
You will be responsible for the security and safety of the home during the night.

Promote the philosophy of privacy, dignity, independence, choice, rights and fulfilment for all residents within a policy of managed risk-taking.

#### **Principal Duties**

- All aspects of physical care depending on individual need working as part of a team but capable of working unsupervised.
- Practice good housekeeping skills through the good management of services, water, gas, electricity and all equipment used.
- Housekeeping duties as required by the Home Manager including cleaning of designated area and preparations for breakfast.
- Carry out emergency procedures including basic First Aid as necessary in respect of accidents, illness, death and fire.
- Fully understand fire safety requirements for fire prevention and for fire alarm procedures.
- Fully understand responsibilities in relation to health and safety, food hygiene, fire precautions and emergency procedures, infection control and emergency aid.
- Follow procedures to ensure health and safety and security. Report any damage or fault in equipment, furniture or fittings to Keyholder on shift/Care Leader or Home Manager.
- Attend staff meetings, participate in training and communicate (effectively) verbally and in writing.
- Other tasks within the scope of the post as requested by /Keyholder on shift/Care Leader or Home Manager.

#### **General Requirements**

In addition to the above, there are some general requirements that apply to all jobs in the Home:

- Take responsibility for the safeguarding of adults, and follow the Trust's whistleblowing policy as required.
- Participate in staff meetings.
- Participate in training activities.
- Participate in staff supervision and appraisal.
- Participate in quality assurance systems.
- Take responsibility for personal development by keeping abreast of developments in the field of caring for older people
- All duties must be carried out to comply with:-
  - Notification of accidents and other health and safety requirements.
  - Statutory legislation, in particular the health and hygiene regulations.
  - Nationally and locally agreed codes and good practice.
  - Fire precautions.

- Equal opportunity principles and the trusts anti-discriminatory policy.

### **Health and Safety**

To be responsible for your own health and safety and that of anybody else who may be affected by your acts or omissions.

## PERSON SPECIFICATION

### NIGHT SUPPORT WORKER

ESSENTIAL		DESIRABLE	
<u>Qualifications</u> Must be able to demonstrate literacy and numeracy skills. Willingness to undertake relevant training.	E1	Maths and English at Grade C GCSE or equivalent. Level 2 Diploma in Health & Social Care or equivalent	D1
<u>Experience</u> Previous experience of care in a domiciliary or family setting.	E2	Previously worked with older people in a residential setting.	D2
<u>General Aptitude</u> A liking for older people and the ability to relate to them and care for them in a sensitive manner.	E3		
<u>Motivation</u> A positive attitude to older people and a commitment to provide high quality care standards.	E4		
<u>Knowledge</u> Understanding of Health & Safety issues in residential care, risk assessments, care plans	E5	Infection control, Essentials of Food Hygiene	D3
<u>Specific Skills</u> Ability to work on own initiative. Good communication skills.	E6	Ability to organise activities and outings.	D4
<u>Interpersonal Skills</u> The ability to form positive relationships with colleagues.	E7		
<u>Team Skills</u> The ability to work as part of a team and to promote harmonious working relationships by recognising that everyone has a contribution to make.	E8		