SENIOR THERAPEUTIC CARE WORKER

*Job Description*

**LOCATION: Derbyshire**

**REPORTS TO: Registered Manager**

**HOURS OF WORK: 40 hours per week**

# Main purpose

## To undertake a lead role in ensuring the care and welfare of each child in placement

## To give guidance and support to all residential workers.

## To be responsible for the supervision of designated members of staff and to record this in the supervision records on the member of staff’s file

## To raise any concerns with the registered manager as appropriate

# Duties & responsibilities

## **Undertake a lead role in care**

## To plan, manage and lead shifts ensuring children are kept safe and engaged throughout the day.

## Draw on knowledge of attachment, neurobiology and trauma to inform/update care plans.

## To ensure the personal plans for each child is followed and adhered to at all times.

## To ensure education is promoted and supported and that each child’s attendance in education is maintained.

## **Guidance and support of staff**

* To ensure that all staff act in a professional manner.
* To support staff to apply theories of attachment, neurobiology and trauma to everyday care.
* To ensure all policies and procedures, as well as risk assessments, are adhered to at all times.
* To ensure that all staff comply with duty rotas and are included on a ‘rolling rota’ to gain maximum experience in the working methods of other staff.
* Check all messages at the beginning of work or at any point during the working day as required. e.g. following a day trip.
* To ensure that all staff have written up any incident / accident forms or restraint forms as applicable and that such information is passed to the registered manager within the agreed timescale.
* To ensure that all staff are familiar with and follow Local Authority and the organisation’s safeguarding policies.
* To report immediately to the registered manager any issues related to safeguarding.
* To ensure that all staff are familiar with policies and guidance notes with regard to the care of children, as well as subsequent guidance
* To ensure that all staff maintain confidentiality at all times.

## **Responsibility for Supervision**

* To assist or undertake effective trauma-informed supervisions as required.
* To support staff to apply the TiM model of care and work within a DDP framework.
* To offer advice and encouragement to supervised staff with regard to individual training needs.
* To ensure that all staff under their supervision undertake and complete training in accordance with their induction training schedule and personal development plan.
* To raise any concerns regarding an individual member of staff’s progress or attitude with the registered manager (if serious) or at the next supervision.

## **Raise concerns**

* To raise any serious issues or concerns directly with the registered manager or responsible individual

## **GENERAL**

* To attend meetings and training as required.
* To share the responsibility for creating a pleasant working environment.
* To be flexible in hours of work in order to meet tasks required.
* To be aware of health and safety regulations particularly as related to the upkeep of the office building and its surroundings.
* To undertake any other duties that may be reasonably requested by your manager/responsible individual and clinical lead.
* Maintain personal and professional development.

**The above is not an exhaustive list of duties and you will be expected to perform different tasks as necessitated by your changing role within the organisation and the overall objectives of TiM children’s homes.**

Signed: Signed:
(Post Holder) (TiM Manager)

Dated: Dated: