



## Stepping Out in Somerset CIC

### JOB DESCRIPTION

<b>Job Title</b>	<b>Team Worker (Cover)</b> £25000pa pro rata. 150 days per year (Projected actual pay £16500 pa incl. of holiday pay)
<b>Responsible to</b>	Directors
<b>Main Purpose</b>	To contribute towards the planning and delivery of bespoke programmes of activities to young adults with learning difficulties (referred to as 'members' of Stepping Out). Programmes will reflect the four broad areas of need outlined in the SEND Code of Practice: Communication and Interaction, Cognition and Learning, Social, Emotional and Mental Health and Sensory and Physical.
<b>Duties &amp; Responsibilities</b>	To provide care and support for the members, to ensure their safety and well-being.
	To encourage enjoyment, enthusiasm and independence in activities
	To encourage and support members to meet their full potential
	To assist in the provision of an environment which meets each member's needs
	To plan based on the outcomes identified in the member's EHCP and/or Social Care Plan
	To ensure that programmes are person-centred and reflect the member's needs, strengths and interests
	<b>Supporting the Young Person, their families and carers</b>
	To establish a positive relationship with members by being responsive to them, their wishes and needs.
	To work with, and be responsive to, families and carers to ensure the best possible outcomes for members.
	To promote the inclusion and acceptance of all young people.
	To encourage the members to interact socially and work co-operatively with each other as far as is possible for them.
	To promote independence, confidence and self-esteem and to prioritise good mental health.
	To provide positive feedback and praise to members in relation to progress and achievement.
	To understand behaviour as communication and to manage that behaviour in a positive way.
	To deliver activities in each member's programme in a flexible, creative way, responding to change and development.
	To assist in the delivery of accreditation programmes for those members who wish to achieve qualifications.
	To share responsibility with other team workers for maintenance/quality/safety of specialist equipment.
	To work and communicate effectively with outside agencies where required.
	To support members in their progression beyond Stepping Out.
	<b>Supporting the Team</b>
	To contribute to EHC and Social Care Plans
	To participate in the regular evaluation and review of programmes
	To be prepared to work in an environment where all views are listened to and valued
	To be aware of, and comply with policies and procedures relating to safeguarding, health, safety and security, confidentiality and data protection, reporting all concerns to the ....
	To contribute to the overall ethos/work/aims of Stepping Out
	To attend relevant training.



**STEPPING OUT IN SOMERSET CIC  
PERSON SPECIFICATION – TEAM WORKER**

<b>ATTRIBUTES/REQUIREMENTS</b>	<b>ESSENTIAL</b>	<b>DESIRABLE</b>	<b>HOW IDENTIFIED</b>
<b>EDUCATION, QUALIFICATIONS AND VOCATIONAL TRAINING</b>	<p>Educated to at least GCSE level including a good level in English and Maths</p> <p>Willingness and ability to obtain and/or enhance qualifications and training for development in the post</p>	<p>First Aid Certificate</p> <p>Training in a positive behaviour management approach</p> <p>Training in Intensive Interaction</p> <p>Knowledge and experience of the Thrive approach</p>	<p>Application Form, Examination of Certificates</p>
<b>RELEVANT EXPERIENCE</b>	<p>Experience of working in a specialist setting</p> <p>Experience in planning and delivering a range of activities, especially practical activities, both within the base and in the community.</p> <p>Experience in managing distressed behaviours which may be challenging</p>	<p>Experience of working with young people aged 16+ with SEN, in particular those with autism, learning difficulties and social, emotional and mental health difficulties</p> <p>Experience in the use of sensory equipment</p>	<p>Application Form, Interview, References</p>



ATTRIBUTES/REQUIREMENTS	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
<b>KNOWLEDGE AND SKILLS</b>	<p>Excellent numeracy, literacy, ICT and communication skills</p> <p>Practical skills related to work experience opportunities and life skills</p> <p>Working with young people outside the learning base, ie. in the local community</p> <p>Knowledge of safeguarding procedures</p> <p>Ability to drive</p>	<p>Knowledge of Health and Safety legislation</p> <p>Experience of writing risk assessments</p> <p>Experience of driving a minibus/van</p>	<p>Interview, Application Form, References</p>
<b>PERSONAL CHARACTERISTICS</b>	<p>Ability to relate well to young adults</p> <p>Ability to meet the physical demands required of the job</p> <p>Good organisational skills and ability to work as part of a team</p>		<p>Application Form, Interview, References</p>
<b>ADDITIONAL</b>	<b>A satisfactory enhanced record check being undertaken by the Disclosure and Barring Service</b>		