

Job Title:	Day Support Worker
Primary Location:	Kimbrose Club
Reports to:	Day Services Manager
Accountable to:	Day Services Manager
Job Profile:	To assist in all operational aspects of the service that will be delivered to people with dementia and other mental health problems and their carers
Key to all posts:	All Trust employees must ensure that residents and members are treated with dignity, respect and protected from neglect or abuse. All Trust employees must abide by the terms and conditions of their contract, the Trust's Code of Conduct and this job description.



Job Specific Duties

1. To take responsibility for contributing to the development of individual care plans; making appropriate risk assessments; and helping people with dementia to achieve their potential and maximise their skills.
2. To review and monitor the progress of members in line with their care plans and report and recommend changes to activities as appropriate.
3. To contribute to the high quality and appropriate care, support and activities and ensure they are delivered as planned, to the standards required by the Trust.
4. To assist with therapeutic activity for members on a day-to-day basis.
5. To promote and maintain a good standard of care practices within the service.
6. To assist in the daily preparation and setting-up of the club ensuring the premises are ready to receive members safely and in comfort.
7. To ensure members are ready to safely and comfortably use transport provided and act as a driver or escort where necessary.
8. To ensure that assistance with member's personal care is provided with dignity and respect.
9. In line with internal and external standards, ensure dietary requirements are understood and any food or beverages are provided appropriately and carefully.
10. To accompany clients to and from their homes to the club.
11. To operate tail lift on the minibuses according to instructions
12. To provide assistance on and off transport; including the use of wheelchair clamps and harnesses.
13. Driving of Minibus may be required.

Responsibilities applicable to all post holders across the Trust

You must:

- a) Communicate with residents, club members, colleagues and all who in engage with the Trust in a polite and professional manner.
- b) Work in a way that promotes and respects people's privacy, dignity, choice and keeps them safe.
- c) Communicate all concerns for resident / club member welfare as per policy.
- d) All information relating to Residents, Members and/or the Trust must be used in accordance with Data Protection requirements.
- e) Work as part of a team.
- f) Take reasonable care for your health and safety and for that of others that may be affected by your acts or omissions.
- g) Ensure that you are aware of your responsibilities and actions to take should a fire arise and in the event of a fire that you follow them.
- h) Report any situation which may affect the safety or quality of the Trusts' services.
- i) Ensure you use Trust recording and reporting systems correctly.
- j) Make full and proper use of any system of work provided by the Trust.
- k) Use any equipment provided by the Trust in accordance with its purpose.
- l) Attend any training deemed appropriate for your job title by the Trust.
- m) Attend staff and other meetings as requested.
- n) Adhere to all Trust policies and procedures.
- o) Carry out, when asked, any duty that could reasonably be expected of you.

Please Note:

This Job Description is not meant to be definitive or restrictive and will be modified to meet the changing needs of the Trust.

GCT is committed to safeguarding and promoting the welfare of adults with care and support needs and expects all staff and volunteers are expected to share this commitment.

GCT operates a Safer Recruitment Process which is in line with the Health and Social Care Act 2008 and the Gloucestershire Safeguarding Adults Board guidance.