



The Richmond Fellowship
Scotland

Role Profile

Job Title: Bank Support Practitioner
Reporting to: Team Manager / Senior Support Worker
Salary: £9.30 per hour
Hours: No guaranteed hours of work; to provide cover on a flexible basis
Purpose of the Post: The Bank Support Practitioner will, when required, work directly with the people we support assisting them to develop meaningful lives. The Bank Support Practitioner role may include but not be limited to: Assisting individuals with personal care and hygiene Household management tasks Working with individuals who can display challenging behaviour Work with individuals who may have been through the criminal justice system Accompanying individuals who have religious beliefs that may differ from your own Working with individuals who smoke; including indoors in a smoking environment Lone working Working various shift patterns including evenings, nights, weekends and public holidays (including Christmas and New Year).
Key Responsibilities: Provision of Support Assist in agreeing individual Personal Plans with each supported individual based on their needs and wishes, as appropriate Directly assist service users with everyday living skills, for example, household tasks Inclusion Assist service users to access community services activities Assist service users to develop meaningful relationships Contribute to maintaining useful information relation to theses services and activities Communication Pass on appropriate information to team members Work in partnership with other agencies involved in supported individuals care and support, as appropriate

Administration

Undertake additional service based administration as appropriate and as required by the Team Manager / Senior Support Worker
Assist in maintaining accurate, up to date supported individuals Personal Plans.

Supervision and Review

Participate in formal supervision on a regular basis
Participate in the Review and Evaluation Process

Training and Development

Participate in relevant training to enhance suitability and relevant skills

Scottish Social Services Council (SSSC)

All employees will be expected to comply with the SSSC Code of Conduct and ensure they apply for and maintain their registration with the SSSC at the appropriate time, as specified by the SSSC

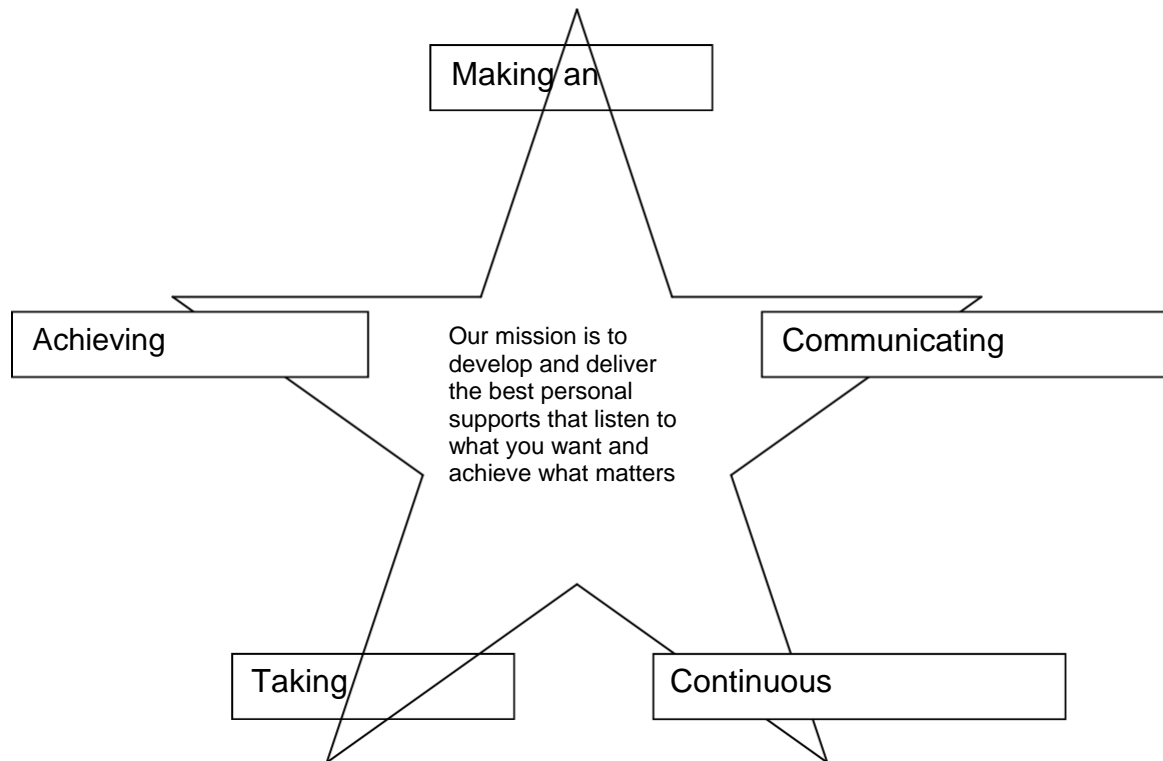
Competency Framework - Level 1

Competence in a range of varied work activities in a variety of contexts. Most of the activities are non-complex or routine, but may consist of some specialist or technical activities. There is some individual responsibility or autonomy, but usually work is supervised and controlled by another. Working with others, perhaps through membership of a work group or team, may often be a requirement.

PERSON SPECIFICATION

Attributes	Essential	Desirable
Experience		Relevant experience in a related field or personal experience
Education, Qualifications and Training		SVQ 2 in Care, or completion within a specified period of time
Value Base	<p>A belief in inclusion, evidenced through work practice or personal experience</p> <p>A desire to ensure people supported are at the heart of decision making</p> <p>Commitment to the principles and practices of continuous improvement</p>	
Skills, abilities and knowledge	<p>Good personal organisation skills</p> <p>Able to contribute to written records</p> <p>Ability to reflect on practice</p>	
Interpersonal and Social Skills	<p>Good verbal and non verbal communication skills</p> <p>Observe standards of dress appropriate to the post</p> <p>Honest, reliable and sensitive to the needs of others</p>	Able to represent the needs and interests of those supported to key people.

TRFS COMPETENCY FRAMEWORK



Communicating Effectively

Communicates using appropriate methods to a range of audiences, internally and externally, in different situations with different levels of knowledge and expertise

Making an Impact

Makes a positive impression, has presence, with the ability to engage and interact with others

Achieving Together

Enables and works effectively with individuals and teams to achieve planned outcomes, demonstrating high levels of trust and openness

Taking Ownership

Assumes personal responsibility for the areas of work they are involved in.

Continuous Improvement

Proactively seeks and implements opportunities for improvement which add value.

**I understand and agree to work to the terms as indicated on this
job description**

Name (Print)..... Dated

Signature

Please return a copy of your signed job description for your personnel file