The Meath
Epilepsy Charity
Recognising Ability

SENIOR SUPPORT WORKER

Salary: £17.03 per hour

Excellent benefits: Enhanced holiday & sick pay, free on-site parking, healthcare cash back scheme, free on-site gym, free meals on duty, excellent progression.

This role is based in **Godalming, Surrey.**

Overview: Our residents are at the heart of everything we do at the Meath Epilepsy Charity with person-centred planning we make sure that everyone remains focused on achieving their goals and to maintain their independence as much as possible.
We require team players with excellent communication skills who want to deliver a high level of care and support, whilst maintaining safety standards at all times in line with company policies. Previous experience of care work is essential and full training will be provided.
CQC rated 'GOOD'
This role is full time (38 Hours per week)

Key Responsibilities Include:

• To provide the direct care provision for all aspects of the individual resident's assessed needs in line with their care plan.
• Assist the manager with the management of the team and organise the team in their absence.
• To supervise and manage support workers and bank staff, including their appraisals, supervisions and induction where appropriate.
• To support other senior staff and assist in the implementation of management decisions.
• Follow all Policies and Procedures.
• Assisting individual residents, where needed, with personal care.
• Administering and storage of prescribed medication in line with legislation.
• Assisting individual residents with their mobility, where appropriate.
• Helping individual residents, where needed, to feed themselves.
• Overseeing and helping, in the serving and the preparation of meals and drinks.
• Ensuring that each resident receives a well-balanced diet.
• Communicate and convey relevant information about the residents to team members, in order that the individual plan of care may be regularly updated, and appropriate care given provided, paying attention to any changes observed in the resident's physical, medical or psychological condition.
• Reporting immediately to the senior staff in charge, any accident or untoward incident, which may occur to a resident, member of staff or visitor.
• Be aware of the steps to take in line with Safeguarding Adults at Risk Policies should an allegation of abuse be witnessed or made by you.
• To follow as appropriate the procedures of handling Medication including asking a senior member of staff to administer any drug prescribed "as required" which may include analgesics, laxatives and diazepam.
• To attend 1:1 supervision meeting with your line manager every six weeks.

• To follow as instructed any reasonable instruction given by your line manager, manager or senior manager as required.
• Any other reasonable tasks that may be required.
• To be conversant with and implement Meath policies and procedures.

The duties and responsibilities outlined above do not represent a full list of the tasks the post holder will be expected to perform. Other tasks may be required for the proper performance of the job and any other related tasks.

Experience, Knowledge and Qualifications for this role: To be able to communicate with the General public, trustees, Professional bodies and all other parties on behalf of The Meath both written and verbal, excellent working Knowledge of Word, Excel and other operating systems.

Essential: Take Responsibility/Work well independently as well as part of a team/ Flexible, Reliable and punctual/ Willingness to attend and participate in relevant training to ensure that high operational and safety standards are maintained at all times/ High degree of confidentiality with regard to all at the Meath.

Desirable: Be aware of CQC requirements & hold a relevant Health and Social Care Qualification or be willing to work towards a qualification. NVQ Level 3 Health & Social Care (preferred). 2 years in Supervisory care.

Inclusivity & Diversity: We recognise that all our colleagues are uniquely different and bring their own originality creativity, and identity to work. We encourage people from all backgrounds to be part of our charity in supporting our inspirational residents.

Our values are embedded into our culture here at The Meath, designed by our team, and how we live our every day:
We are **COLLABORATIVE** – We are trusting, We achieve more together, We communicate
We **CARE** – We are person-centred, We are respectful, We are skilled & knowledgeable
We are **PROUD** – We work as a team, We take pride in the people that we support, We take pride in our community
We are **INCLUSIVE** – Everyone is important, Everyone has a voice, Everyone is welcome
We **EMPOWER** – We are creative, We are positive, We support individual development & achievement