

Job Profile comprising Job Description and Person Specification

Job Description

Job Title: Enablement Support Worker	Grade: Scale 6
Section: Adult Operations (Mental Health)	Directorate: Adult Social Services Department
Responsible to following manager: Senior Occupational Therapist – Mental Health	Responsible for following staff: N/A
Post Number/s:	Last review date: November 2020

Working for the Richmond/Wandsworth Shared Staffing Arrangement

This role is employed under the Shared Staffing Arrangement between Richmond and Wandsworth Councils. The overall purpose of the Shared Staffing Arrangement is to provide the highest quality of service at the lowest attainable cost.

Staff are expected to deliver high quality and responsive services wherever they are based, as well as having the ability to adapt to sometimes differing processes and expectations.

The Shared Staffing Arrangement aims to be at the forefront of innovation in local government and the organisation will invest in the development of its staff and ensure the opportunities for progression that only a large organisation can provide.

Job Purpose

To support the Senior Occupational Therapist (SOT) with provision of an enablement service, to maximise independence for people with mental health needs in Richmond and Wandsworth. The role will also entail assessing or reviewing the social care needs of adults with less complex needs, where screening does not trigger the need for an assessment by a Social Worker or Occupational Therapist.

The enablement worker will also work together with adults and their carers/ family to develop Care and Support Plans, to meet eligible, unmet needs and help them achieve the outcomes that matter to them in their life.

Specific Duties and Responsibilities

1. To support the SOT and other Accommodation & Projects team members with the implementation of Care and Support plans for people with mental health needs. This will include practically supporting people to achieve their enablement goals, monitoring their progress and feeding this back to the SOT.
2. To support and advise adults and their carers/ families on how to best manage their condition in the context of their own home, focussing on building resilience and promoting independence.
3. To support adults to develop and maintain their confidence and independent living skills in order to assist with stepping down in accommodation.
4. To be creative in setting goals that are meaningful to the adult by motivating the adult to become as independent as possible.
5. To provide advice and information on universal services and help build networks.
6. To work with adults with mental health needs or carers to develop and agree Care and Support Plans (including in an emergency) to meet eligible, unmet needs and to contribute to planning reviews. To ensure these plans use Council resources to best effect and that authorisation is provided where necessary.
7. To undertake Care Act 2014 assessments/ reviews for adults and their carers and make determinations of eligibility, working with an independent advocate if the adult needs their support to be involved.
8. To identify situations where adults are at risk of potential abuse or neglect and to feedback to appropriate team members.
9. To support adults with mental health needs with practical matters, which support them to achieve enablement goals. To share and receive relevant information in relation to adults with appropriate professionals within the organisation or external agencies.
10. To maintain accurate and timely case records, complete reports and to share information appropriately, verbally and in writing.
11. To participate in supervision, training and team meetings.

Generic Duties and Responsibilities

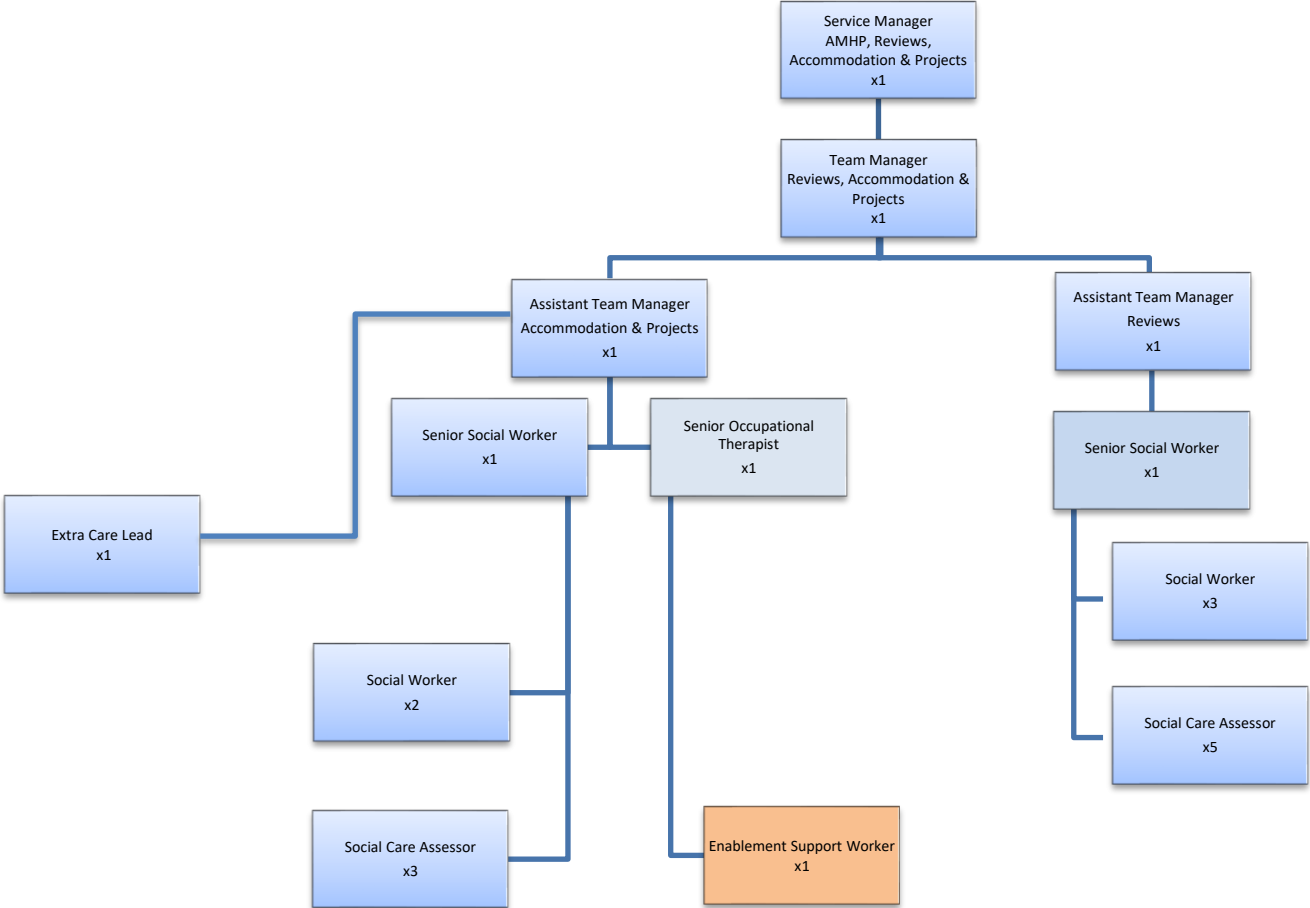
- To contribute to the continuous improvement of the services of the Boroughs of Wandsworth and Richmond.

- To comply with relevant Codes of Practice, including the Code of Conduct and policies concerning data protection and health and safety.
- To adhere to security controls and requirements as mandated by the SSA's policies, procedures and local risk assessments to maintain confidentiality, integrity, availability and legal compliance of information and systems
- To promote equality, diversity, and inclusion, maintaining an awareness of the equality and diversity protocol/policy and working to create and maintain a safe, supportive and welcoming environment where all people are treated with dignity and their identity and culture are valued and respected.
- To understand both Councils' duties and responsibilities for safeguarding children, young people and adults as they apply to the role within the council.
- The Shared Staffing Arrangement will keep its structures under continual review and as a result the post holder should expect to carry out any other reasonable duties within the overall function, commensurate with the level of the post.

Additional Information

1. Where appropriate to train as a Trusted Assessor and prescribe simple equipment.

Current team structure



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Our Values and Behaviours

The values and behaviours we seek from our staff draw on the high standards of the two boroughs, and we prize these qualities in particular:

Being open. This means we share our views openly, honestly and in a thoughtful way. We encourage new ideas and ways of doing things. We appreciate and listen to feedback from each other.

Being supportive. This means we drive the success of the organisation by making sure that our colleagues are successful. We encourage others and take account of the challenges they face. We help each other to do our jobs.

Being positive. Being positive and helpful means we keep our goals in mind and look for ways to achieve them. We listen constructively and help others see opportunities and the way forward. We have a 'can do' attitude and are continuously looking for ways to help each other improve.

Person Specification Requirements	Assessed by A & I/ T/ C (see below for explanation)
Knowledge	
An understanding of what independent living skills are.	I
An understanding of principles of enabling people by focussing on promoting independence and building resilience.	I
An understanding of the importance of safeguarding adults and children.	I
Experience	

Experience of working with adults/ service users, preferably in mental health.	A, I
Skills	
Ability to communicate clearly and concisely both verbally and in writing, using appropriate IT.	I
Ability to encourage, motivate and influence adults with mental health needs to enable them to work for themselves.	I
Ability to work collaboratively with others, promoting dignity, equality and respect for diversity.	I
Ability to manage own time and workload effectively.	I
Ability to deal independently with day to day problems and to ability to identify which issues need to be referred to their supervisor or appropriate team members.	I
Willingness to learn through practice, supervision and training.	
Qualifications	
A social care qualification or willing ness to work towards one (e.g. NVQ II, III, etc.)	A

A – Application form

I – Interview

T – Test

C - Certificate