

## **West Berkshire Mencap – Your Choice Services**

### **Job description – Domiciliary Support Worker (Bank)**

**Responsible to: Key Workers, Domiciliary Care Manager.**

#### **Purpose of the job**

To provide care and support to people with learning disabilities living in their own homes or in a supported living establishment. To work closely with other professionals to promote choice, independence, self development and community participation.

#### **Main duties and responsibilities**

##### **Supporting service users**

1. To develop professional relationships with service users that promote dignity, encourage choice, participation and an increased level of fulfilment.
2. To support service users with personal care requirements, such as:
  - Bathing and showering.
  - Using the toilet.
  - Washing and dressing.
  - Shaving.
  - Brushing teeth.
  - Hair and nail care.
  - Personal hygiene.
3. To support service users with domestic duties, such as:
  - General household cleaning.
  - Laundry.
  - Shopping.
4. To assist service users with meal preparation and managing a healthy lifestyle.
5. To assist and support service users to manage behaviour and emotions.
6. To support service users with taking medication and attending medical appointments.
7. To assist service users access social, recreational, learning, leisure and work opportunities.
8. To provide support with mobility.
9. To provide advice and assistance with general safety and protection.
10. To provide advice and support developing personal relationships and maintaining family contact.
11. To support service users manage their finances.
12. To assist service users access public amenities and use public transport.
13. To provide service users with advice regarding general decision making and cognitive reasoning.
14. To provide support to meet any specific cultural or spiritual needs service users may have.

## **Organisational**

- 1.** Ensure that service user care plans and risk assessments are followed correctly.
- 2.** To report any risks and hazards.
- 3.** To report any changes in service user health or behaviour.
- 4.** To comply with organisational policies and procedures.
- 5.** To maintain accurate records e.g. service user daily records, timesheets etc.
- 6.** To attend regular supervision sessions, staff meetings (when possible) and an annual appraisal.
- 7.** To undertake mandatory training and additional training identified through the supervision process.
- 8.** To participate in service user care plan reviews.
- 9.** To participate in discussions regarding the improvement of the service.
- 10.** To undertake any reasonable request not already mentioned in this job description.