|  |
| --- |
| **RUSHTON FUTURES**    **KEY WORKER JOB DESCRIPTION** |
| **Aims and Objectives of Rushton Futures**  *Rushton Futures offers education and social care day placements for young adults described as having complex needs. Our aim is to support service users in preparing for adulthood, meeting the necessary outcomes identified for quality care.* |
| **Responsible to:**  Line management will therefore be as follows:-   1. Key Worker Group Lead 2. Team Leader 3. Activities, Partnerships and Transitions Manager 4. Rushton Futures Manager |
| **Purpose of Role**   1. To support the service user on a one to one basis or within a group setting meeting their personalised needs and facilitating an outcome driven approach. |
| **Role of Key Worker**   1. To support the service user on a one to one basis or within a group setting meeting their personalised needs and facilitating an outcome driven approach. 2. To support the service users family where appropriate. 3. To assist the team in developing specific person-centred programmes that will meet individual need. 4. To contribute to, and deliver, a timetable of activities as part of a person-centred programme planning. 5. To be responsible for implementing care plans for service users. Reviewing and updating when required. 6. To follow programme policies and practices ensuring the physical, intellectual, social and emotional needs of service users is met in a professional and dignified manner. 7. To ensure standards for Outcomes for Care are met, adhering to the Dignity in Care Charter and enabling transition into adulthood. 8. To think creatively on how to meet the individual needs and preferences of our service users. 9. To be involved in the teaching and learning practices which align with transition to adulthood outcomes. 10. To maintain appropriate standards of cleanliness, hygiene and tidiness in Rushton Futures premises including bathroom areas, throughout the day and following the departure of service users. 11. To administer basic first aid and the administration of medication, ensuring organisation policies and procedures are adhered to. 12. To carry out during the course of contracted hours, other duties that may be requested in a time of need, change or crisis within reasonable expectations of the position. 13. To engage in opportunities for professional development including in-service training and competencies, activity development groups and staff meetings. These may be related to individually identified need or to the development of the whole Charity and the staff group. 14. To participate in the performance management process. 15. To contribute to the work of the provision and the development of its philosophy by promoting positive attitudes towards people with social needs and demonstrate these attitudes by affording service users the right to privacy, respect, dignity, understanding and affection. |
| **Note**  This job description may be reviewed at the end of the year or earlier if necessary to take account of any development or change, which may be required for the benefit of the service users. In addition it may be amended at any time in consultation with you. |