

JOB DESCRIPTION

JOB TITLE: Support worker –

REPORTS TO: CEO, Hostel Manager, Programme Co-ordinator

LIASES WITH: Consumers/kiritaki, other Support workers

JOB SUMMARY: To provide care rehabilitation and support services for consumers/kiritaki to enhance lifestyle opportunities, promote independence and community integration.

REQUIREMENTS:

1. Good people skills
2. Ability to work as part of a team.
3. Time management and organisation skills

KEY TASKS:

| KEY TASKS | EXPECTED RESULTS | PERFORMANCE MEASUREMENT |
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| 1. Uphold the Philosophy & Values. | To work within Trust's Philosophy, Mission statement and the Laura Fergusson Community Charter. Communicate effectively and recognise cultural differences and requirements | Measurement against Standards, guidelines and Policies. Self-evaluation and staff appraisals Accepts and gives feedback, peer review |
| 2. Personal Care duties and Personal development Plans. | To provide personal cares to consumers/kiritaki as per their current care plan. To promote independence and allow consumers/kiritaki to develop their skills With the assistance of the programme coordinator to ensure consumers/kiritaki understand what is expected of them and complete tasks to the best of their ability To assist Clients with personal cares as required | Consumers/kiritaki are supported individually to meet their own goals. There are regular reviews and training for care givers and consumers are reviewed individually and responded to accordingly. |

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| <p>3. General Hostel Duties</p> | <p>To carry out general duties as directed by the hostel manager to provide a safe and healthy community environment.</p> | <p>Monitoring and surveillance checks are carried out according to guidelines, protocols and action plans provided by the hostel manager.</p> |
| <p>4. Quality and Safety</p> | <p>To assist the management team with Quality measures as required</p> <p>Continuous quality improvement</p> <p>To maintain workplace health and safety and to ensure all regulatory requirements are met.</p> | <p>As above:- Monitoring and surveillance checks are carried out according to guidelines, protocols and action plans provided by the hostel manager.</p> <p>Health and Disability Standards and other audit tools are available for monitoring all areas.</p> <p>OH&S standards met</p> |

I have read and understood the duties and responsibilities of the position described in this Job Description.

Employee Name:.....Date:.....

Signature: