

Job Description

Post: Recovery Support Worker (3 posts)

Responsible to: Service Manager – Housing Support Services

Location: Renfrewshire

Hours of duty: 37.5 hours per week

Salary: £23,400 per annum pro-rata
Sleepover allowance - £12.00 per hour

Pension: 6% Employer – 2% Employee

Travel Expenses: 45p per mile

Why	<p><u>Job Summary:</u></p> <p>RAMH are dedicated to providing comprehensive mental health support; we promote recovery from mental ill health and empower people to build independent, fulfilled lives.</p> <p>We are currently developing our Housing Support Services and are looking for caring and enthusiastic Recovery Support Workers, to provide consistent support to our service users.</p> <p>You should enjoy working with people and be committed to helping them achieve their personal outcomes. RAMH have an excellent reputation for delivering quality person-centred services that focus on recovery outcomes. You will need to be a good team worker with good written and verbal communication skills as you will be required to record the outcomes you achieve with individuals on a daily basis.</p> <p>Excellent flexibility in working hours is essential, as evening, weekends and sleepovers are required.</p>
What	<p><u>Principal Accountabilities:</u></p> <p>To provide a variety of support to individuals to help them to maintain their home & personal life whilst developing their confidence and independence. Support is provided to individuals in their own home and community as part of our 24 hour supported tenancies.</p>

How	<p><u>Duties and Responsibilities:</u></p> <ol style="list-style-type: none"> 1. To implement the philosophy of RAMH by providing a quality service and supporting other staff to do the same. 2. To be aware of and respond to, the needs of each individual service user, establishing a supportive and trustful relationship with service users. 3. To work with service users and other staff to devise, implement and review individual personal plans. 4. To provide practical and personal assistance to service users in line with their assessed needs and requirements, including elements of personal care when this is required. 5. To provide support to individuals to manage their finances and keep accurate records of interactions, in relation to finances, when support of this nature is provided. 6. To provide support to service users with medication, where required and to keep accurate records in relation to this support. This may involve a range of medication including oral medication and Naloxone injection, if required. 7. To act as a key worker and to undertake all tasks required of this role and to support other staff in carrying out this role. 8. To maintain accurate records, utilizing the Organisations' computer system, in accordance with policies and procedures. 9. To provide support to sessional staff. 10. To show respect to clients and be aware of the importance of confidential information. 11. To undertake sleepover duties, as required. 12. To participate in training organised for/by the project. 13. To carry out any other duties consistent with the post, as delegated by the Senior Staff/Manager. 14. To adhere to RAMH policies and procedures and SSSC (Scottish Social Services Council) Code of Conduct <p>Scottish Social Services Council Registration:</p> <ul style="list-style-type: none"> • All staff must be aware of timescales and requirements of registration with SSSC – Scottish Social Services Council.
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	<ul style="list-style-type: none"> • Staff who are registered must take personal responsibility of making themselves aware of the requirements of registration and adhere to these requirements. • It is NOT the responsibility of RAMH to register staff. • Staff who are required to register with SSSC and don't complete registration within the timescales set out, will NOT be able to be employed in their current role, until registration is completed. This means that there may be no employment opportunities for staff in RAMH if they are not registered. • Failure to register within timescales will result in disciplinary action and may result in suspension without pay or dismissal from RAMH. <p>The post holder will be required to participate and negotiate with the Manager, their Annual Performance review objectives, which will be an integral part of this job description. This will create a dynamic environment for the post holder to pursue their personal and service development.</p>
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Person Specification

Recovery Support Worker

QUALIFICATIONS

	Essential	Desirable
HNC/SVQ Level 2/3 in relevant Health or Social Care or equivalent		✓
Willingness to undertake the above training	✓	

KNOWLEDGE & EXPERIENCE

Work in field of Residential, Supported Accommodation or Housing		✓
Experience of key-working and preparing care and support plans	✓	
Teamwork	✓	
Understanding of Mental Health Issues	✓	

COMPETENCES & SKILLS

Ability to motivate others	✓	
Good interpersonal skills	✓	
Good written and verbal communication skills	✓	
Ability to work independently	✓	
Computer literate	✓	

PERSONAL TRAITS

Self-motivated	✓	
Caring & empathetic	✓	
Able to use initiative	✓	
Enthusiastic	✓	
Enjoys being with people	✓	
Very flexible – can work evenings, weekends and sleepovers if required	✓	