**Job Advert. – *To be completed for every vacancy***

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| **Job Ref. No.** | **1046DOR** | | | | | |
| **Initial Wording on Indeed, etc.** |  | | | | | |
| **Job Role:** | **Day Service Support Worker** | | | | | |
| **Department:** | **Adult Social Care** | | | | | |
| **Location:** | **Dorchester** | | | | | |
| **Reports to:** | **Craig Hutton & Ant Morris** | | | | | |
| **Remuneration & Rewards Package** | * £13,104.00/annum (FTE £24,960.00/annum) * 32 days annual holiday (inclusive of Bank Holidays) – pro-rata for part-time staff | | | | | |
| **Working Days/Hours:** | **Monday, Tuesday & Thursday 0930-1630 (21 hours)** | | | | | |
| **Type of Contract:** | Full Time |  | Part Time | **X** | Zero Hours |  |
| Salaried | **X** | Hourly Paid |  | TTO-Term Time Only |  |
| **Notice Period:** *after probation period* | **One month** | | | | | |

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| **Main purpose of job role:** |  |
| **Key tasks:** | **Support Worker – Adult Social Care**   * £13,104.00/annum (FTE £24,960.00/annum) * Three days per week, Monday, Tuesday and Thursday. * Potential for increased days in the future based on service growth or to cover sickness/leave. * No lengthy written records, all recording using a simple app on a company provided device. * Use of company vehicles. * Paid mileage if own car is required. * Subsidised private medical insurance   ***“Having never worked in this sector, I didn’t know what to expect when I started working at Employ My Ability. But what I have found is a friendly, supportive company culture, genuinely rewarding work and the chance to get to know and support some amazing individuals against a backdrop of idyllic countryside” – Harry***  Are you looking to help others gain independence and achieve their goals?  Employ My Ability have a range of supported living and day opportunities based in Moreton, Dorchester. With the aim of supporting with gaining invaluable life skills and supporting individuals to gain independence. Due to service growth, we are expanding our team of adult social care support workers. No experience necessary, full training is provided in a fun and supportive environment.  ***“Seven years ago, I made a career change and came to work for Employ My Ability. Over those years I have learnt lots of new skills which have enabled me to have the pleasure of watching the young men and women we support flourish and grow. I feel part of something here and I think others could too” – Bill***  **The Job Role**  To support service users in our day service on an individual and small group basis. Promoting independence, delivering person centred support, and enabling individuals to achieve their goals, living a fulfilled and happy life.  - Support service users to access activities and opportunities that promote and build work-based skills.  - Support service users with planning and accessing meaningful activities, that promote positive outcomes.  - Produce clear records using an online care management system, including achievements, incidents, and accidents.  - Support service users based upon their individual needs, considering the support plan and any relevant risk assessments.  - Aid in the creation and planning of support for individuals based on your own experience of their needs.  - Promote and adhere to Employ My Ability’s policies and procedures, for the benefit of all staff and service users.  ***“I started my journey with no prior knowledge of learning disabilities but with some amazing training and with such solid support from the management team, as well as my peers, I felt a valued member of the team from day one. I feel like this job has given me opportunities to broaden my mind. It is also very rewarding helping others to reach their full potential” – Ant***  ***If you feel you may be suited to this role but would like more information prior to making an application, please contact Craig Hutton (Registered Manager) or Kirstie Telfer (Deputy Manager) on 01929 405685 or*** [***asc@employmyability.org.uk***](mailto:asc@employmyability.org.uk)***.*** |
| **Other duties/responsibilities:** | **All listed above** |
| **Safeguarding:** | Employ My Ability is committed to safeguarding and promotion the welfare of it’s Clients and expects all staff and volunteers to share this commitment. Applicants will be required to undergo child protections/adult safeguarding screening appropriate to the post, including checks with past employers, and an enhanced DBS check. It is a criminal offence for those who are barred from working in a regulated activity to apply for this role. |
| **Equality & Diversity:** | Employ My Ability is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, transgender status, religion or belief, marital status, or pregnancy and maternity. Employ My Ability is a ***Disability Confident*** employer. |
| This role is exempt from the Rehabilitation of Offenders Act (ROA) 1974.  All documentation relating to applicants will be treated confidentially in accordance with the Data Protection Act. | |
| **Closing Date:** | N/A |
| **Interview Date(s):** | TBC with individual applicants |
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