

Support Worker Day Opportunities Recruitment Pack

We are hiring
Join our team!



About Us

We're Supportability

Since 1953 we have been supporting children, young people and adults with a wide range of complex learning and physical disabilities. Our aim is to enable those with a learning and physical disability to live a fulfilled and independent life.

How do we help?

Put simply – we 'Support'.

We're passionate about providing quality support services that enable those with complex learning and physical disabilities to access and use their inherent capabilities. Supportability enables those with a learning and physical disability to enjoy and take part in everyday life experiences.



Our Vision

Where people with a learning and/or physical disability are present and active participants in their local community and have the opportunity to live fulfilled lives.

Our Mission

To stand alongside the people we support, providing them with the skills, opportunities and confidence to participate as they would choose in the life of their communities.

Our Values



OPPORTUNITY

Where people thrive through choice.



INCLUSIVE

Respecting and championing our differences.




CARING

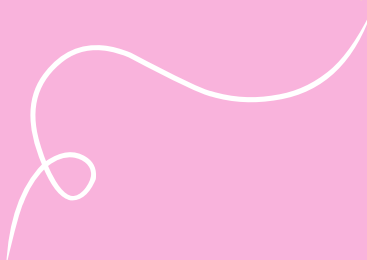
Caring for each other in a way that we would wish to be cared for.



WELLBEING



Creating meaningful relationships and having good support networks.



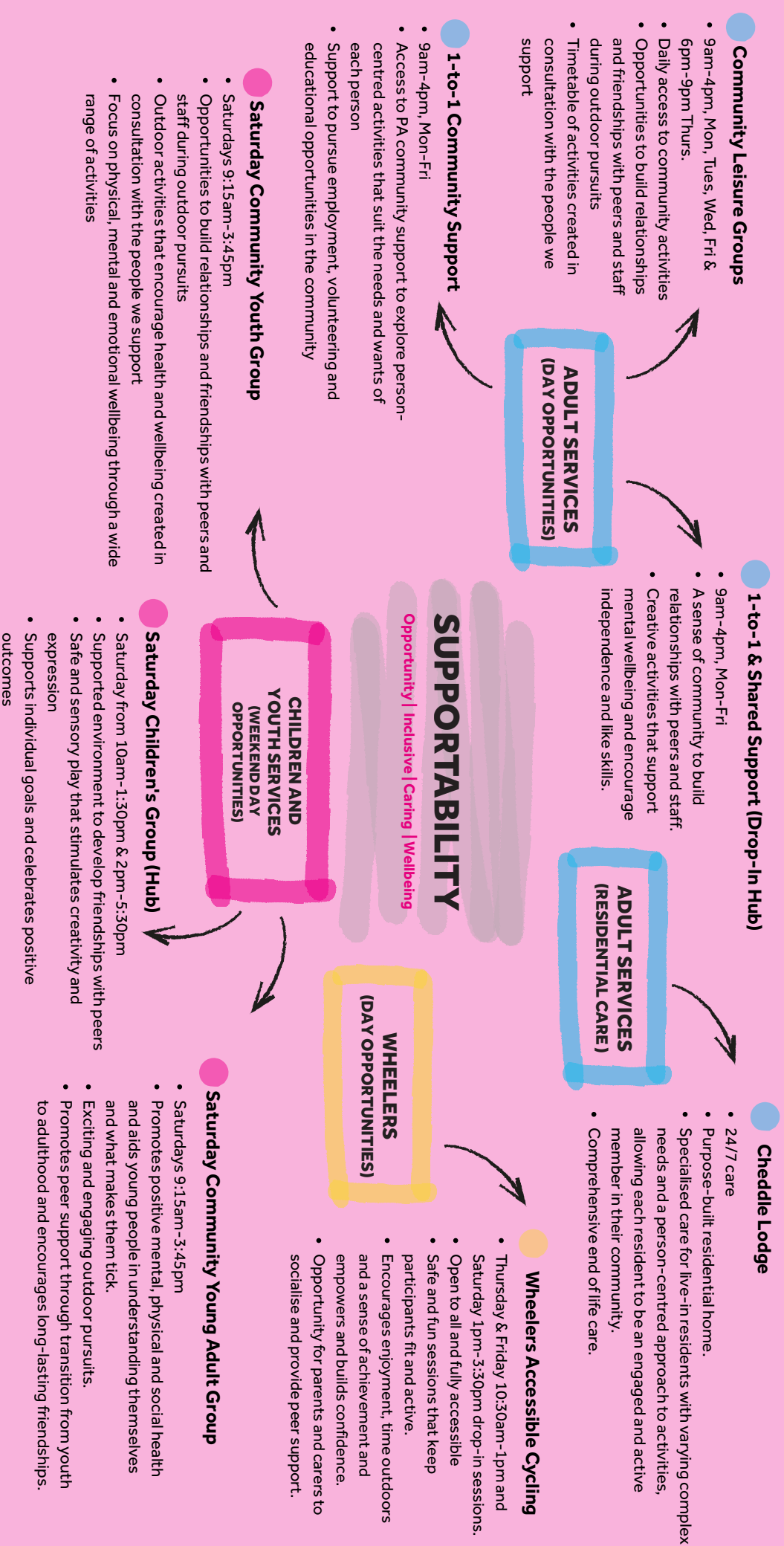
At Supportability we believe diversity is essential to our continued success. Embracing different perspectives, backgrounds and experiences fosters creativity and collaboration.

In addition to this, our values are not just principles, they are our foundation and drive how we work together and serve the people we support.

By staying true to our values, we will ensure consistency, integrity and a shared sense of purpose across all levels across our organisation.

With services offered across day, evening, and weekends, we support everyone to be independent, build friendships and develop new skills.

Our Services



Our Benefits

Annual Leave

There is a basic entitlement for all staff of 30 days annual leave (210 hours) per annum for full time employees inclusive of bank holidays (pro rata for part time employees based on the number of contracted hours worked). This entitlement increases with length of service.

Company Sick Pay

Depending on your length of service, you may be entitled to company sick pay. This also includes any entitlement to statutory sick pay (SSP).

Employee Assistance Programme

Access to a 24/7 helpline to talk to someone about a range of issues including family, bereavement, trauma, relationships, mental health, personal legal information, tax information, money management and more.

GP Anytime

As part of our partnership with Health Shield, you can speak to a GP face-to-face on the go. Appointments are accessible on your mobile, tablet or laptop and you can have your prescription delivered straight to your home address.

Health Cash Plan

You can claim back payments on certain health treatments as part of our partnership with Health Shield. This includes dental (including emergencies), optical, chiropody, podiatry, physiotherapy and more.

Maternity and Paternity package

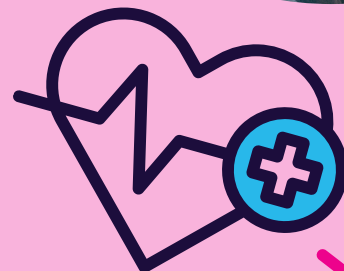
We offer 12 weeks at 50% of salary, inclusive of statutory maternity pay. We offer two weeks paid paternity leave.

Pension scheme

Employees will be automatically enrolled into a scheme provided by Now Pensions in their third month of employment if they meet the eligibility criteria.

Proud Supporters of the Good Employment Charter

Being a supporter of the Charter demonstrates our commitment to making a difference to our employees' lives by elevating employment standards.



Supportability Rewards Programme



Supportability have a number of ways in which celebrate hard work, dedication and mark the incredible impact that our staff make every day.

Our rewards programme brings together a variety of ways to say thank you, including:

- Opportunity to win extra annual leave and other prizes through our “Living our Values” raffle.
- Family gift hampers.
- Take part in our “Warm Thank You” initiative to keep the kindness going.

And other incentives too!

Further information is available upon commencement of employment.



Support Worker Role Description

Reporting to: Practice Lead / Assistant Manager

Main purpose

To provide the highest standards of care and safeguarding for the people we support ensuring that they gain maximum benefit and can live full and active lives in line with their own changing needs by providing the highest standards of service delivery, corporate culture and personal values.

To ensure the operation and support provided in the Service is in line with the CQC Quality Statements - Safe, Effective, Caring, Responsive and Well Led and fully compliant with all legislative, statutory and regulatory requirements and internal policies, procedures, guidelines and best practice.

Demonstrating Supportability's Values

Opportunity – where people thrive through choice

- Actively support individuals to make their own decisions.
- Encourage people to try new activities and build confidence.
- Communicate in a way that empowers, not directs.

Inclusive – respecting and championing our differences

- Show respect for each person's background, culture and identity.
- Adapt your communication and support approach based on individual needs.

Caring – caring for each other in a way we would wish to be cared for

- Treat people we support, families and colleagues with kindness, empathy and dignity.
- Respond calmly, patiently and respectfully in all situations.

Wellbeing – creating meaningful relationships and good support networks

- Support people to maintain physical and emotional wellbeing.
- Promote positive routines, relationships and social connections.
- Encourage healthy choices and recognise when additional support is needed.

Support Worker

Provide person centred care

- To encourage independence and choice, support learning and development by recognising potential, building self-esteem and maximising individual capacity for independence.
- Support the prevention and management of behaviours that challenge, using Positive Behaviour Support and agreed behaviour management plans. To undertake key worker responsibilities including attending appointments and review meetings for Service Users as required and communicate outcomes following such as required.
- Support mobility needs through the knowledge of individual support plans and risk assessments. This will include assisting with transfers, using specialist equipment such as hoists and overhead tracking, pushing wheelchairs, organising suitable public and private transport and support escort duties. Support mobility needs through the knowledge of individual support plans and risk assessments. This will include assisting with transfers, using specialist equipment such as hoists and overhead tracking, pushing wheelchairs, organising suitable public and private transport and support escort duties.
- Assist with domestic tasks including laundry, and maintain a high a clean, safe environment.
- Communicate effectively using each person's preferred method and follow all individual support plans.
- Report any changes in wellbeing promptly and contribute to ongoing risk assessments.
- Record progress, achievements and daily activities clearly and accurately.
- Promote emotional wellbeing and maintain positive, professional relationships with the people we support.

Support Worker

Collaboration and inclusive working.

- Build and maintain appropriate relationships with people we support colleagues, parents, carers and other professionals.
- To work effectively in collaboration with other providers involved in the care and support of those supported by Supportability.
- To participate in agreed activities as detailed in a person's individual support plan, this will include support in accessing facilities and group activities either within Supportability or the local community.
- Undertake key working responsibilities for the people you are responsible for.
- Attend team meetings, supervisions and required training, contributing positively as part of the team.

Provide a safe environment.

- Follow all health and safety requirements to protect yourself, colleagues, people we support, and visitors.
- Provide a safe, and nurturing environment and support daily routines providing structure and stability.
- Provide a caring, safe, secure and accepting environment that meets the physical, health, social needs and rights of the people supported. This will include ensuring that cultural and religious needs are respected and facilitated.
- Respect the rights of confidentiality in accordance with the guidelines of Supportability's Confidentiality Policy and Data Protection laws.
- Assist with all aspects of personal and intimate care as required and adhere to manual handling plans.
- Support nutritional needs, including PEG feeds and complex dietary requirements, after full training.
- Administer prescribed medication safely (following training and competency checks).
- Maintain clear and accurate records, completing all paperwork fully and to a good standard, ensuring it is written concisely that is detailed, informative, factual and completed in a timely manner and in line with service requirements.
- To prepare, cook and serve food, ensuring standards are met in respect of nutritional and dietary requirements.

Support Worker

General

- Carry out any other tasks reasonably required by the organisation.
- Work flexibly, including evenings, weekends and bank holidays when needed.
- Complete all mandatory training and undertake the Care Certificate or other qualifications where required.
- Holders of an appropriate driving licence should be agreeable to drive Supportability vehicles.
- To promote and support awareness of equal opportunities and to ensure that bullying, harassment and intimidation are not tolerated.
- Promote equality, diversity and inclusion and understand that we are all different and celebrate our diversity.
- Understand and adhere to Supportability's policies and procedures.

***Please note the job description is not exhaustive.**

Person Specification

	Criteria
Qualifications	<ul style="list-style-type: none">• Level 2 or equivalent qualification in Health and Social Care (Desirable) or willing to complete• Commitment to achieving the Care Certificate within 6 months (if applicable)
Knowledge, Skills and Experience	<ul style="list-style-type: none">• Experience in health and social care is desirable but not essential.• Ability to communicate clearly with basic numeracy skills appropriate to the role.• Confidence using IT systems, with a working knowledge of Microsoft Office or a willingness to learn.• Ability to think creatively and adapt activities to support service users to participate fully and meaningfully.• Flexible and adaptable approach to meet the changing needs of service users and the service.• Willingness to engage positively with training, supervision and ongoing development.• Ability to work confidently with others, building positive and respectful relationships.
Competencies	<ul style="list-style-type: none">• Positive attitude towards disabled people• Person centred• Communication – verbal and written• Resilient and able to work under pressure• Ability to work without direct supervision• Team working• Decision making• Problem solving• Planning and organising• Attention to detail• Driven by results and process of continuous improvement



Our Commitment to you

We're committed to creating a genuinely inclusive workplace where everyone feels valued, respected, and able to thrive. Our recruitment process is designed to remove barriers and give every candidate a fair and positive experience. We welcome applications from people of all backgrounds and lived experiences, and we actively encourage candidates to let us know if they need any adjustments at any stage, we're intentional about building an environment where difference is recognised as a strength.

Our Commitment to Safeguarding

Supportability are committed to safeguarding and promoting the welfare of children, young people and adults at risk, and we expect all colleagues and volunteers to share this commitment. Where required, roles are recruited in line with safer recruitment principles to ensure we appoint people who are suitable, safe and aligned with our values. We will also carry out the appropriate level of DBS check (including barred list checks where applicable) in line with statutory guidance, and we will take a proactive stance in identifying and addressing any concerns at every stage. Please note that it is an offence to apply for a role if you are barred from engaging in regulated activity.



How to apply:



Please send your CV and covering letter demonstrating how you meet the requirements of the role to Shay Hussain, Recruitment and HR Administrator at hr@supportability.org.uk

Please note that successful appointments will be subject to a DBS check at the required level (including barred lists), references that cover the past 5 years (further if previous job roles have involved working with vulnerable children and young people, and must also include your last employer), full career history, valid right to work in the UK and occupational health clearance.

If you require any reasonable adjustments for your application or interview, please contact hr@supportability.org.uk.



Supportability

Making life better for
people with disabilities



[supportabilityuk](https://www.instagram.com/supportabilityuk)



[supportability](https://www.facebook.com/supportability)



[supportability](https://www.linkedin.com/company/supportability)



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www.supportability.org.uk



[supportability9](https://twitter.com/supportability9)



SUPPORTER

