

<b>Role Profile:</b> <b>WAKING NIGHT SUPPORT WORKER</b>	
<b>Reporting to:</b>	<b>TEAM LEADER</b>
<b>Responsible for:</b>	<b>Maintaining a safe environment in our supported living service during night time hours, responding to the needs of residents ("Core Members") as required.</b>
<b>Main Job Purpose:</b>	
<ul style="list-style-type: none"><li>• To work as a key member of the team in delivering an excellent service of housing-related support and domiciliary care to our Core Members in the setting of an intentional community, providing waking night cover from 10:00 PM to 8:00 AM the following morning.</li><li>• To ensure all Health &amp; Safety and statutory requirements of the service specification are met in accordance with the organisation's commitment to standards.</li></ul>	
<b>Key Performance Measures:</b>	
<ul style="list-style-type: none"><li>• Delivering professionalism and excellence in respect of our Core Member's care, support, and general household living needs.</li><li>• Feedback from Core Members, Line Managers, families and other carers;</li><li>• Maintaining accurate and up to date records;</li><li>• Compliance with relevant Health &amp; safety legislation and regulatory requirements.</li><li>• Maintaining a professional approach to work at all times.</li><li>• Projecting a professional and reputable image for L'arche Belfast.</li><li>• <i>Working within the ethos and values of L'Arche Belfast, as outlined in our Statement of Purpose, and in guidelines from the L'Arche International Federation.</i></li></ul>	
<b>Detailed Responsibilities of this role:</b>	
<p>In fulfilling this role the job holder undertakes the following activities:</p> <ul style="list-style-type: none"><li>• Provide waking night cover in one of our supported living houses, from 10:00 PM to 8:00 AM the following morning. Duties include but are not limited to:<ul style="list-style-type: none"><li>○ Ensuring the house is secure for the night in line with health and safety protocols, and ensuring that all core members remain safe during the night.</li><li>○ Respectfully and sensitively responding to core members' care and support needs as and when needed. This includes but is not limited to continence care, administration of medication, and Type 1 Diabetes management.</li><li>○ Completion of cleaning and administrative tasks in the house as and when required on a nightly basis.</li><li>○ Completion of all relevant records, including but not limited to nightly care records, incident reports, and medical or behavioural records.</li><li>○ Responding to any emergencies that arise, by contacting emergency services and L'Arche Belfast's on-call manager.</li></ul></li></ul>	

- Assist with workplace health and safety assessments, follow health and safety procedures and participate in fire drills and audits.
- Report any maintenance and repair tasks in the house, to the Team Leader.
- Ensure all emergency procedures are followed, including the provision of First Aid when necessary.
- Assist and participate in the wide range of administrative tasks necessary for the smooth running of the household.
- Participate in opportunities provided for personal training and development, including implementation of an Individual Development Plan.
- Participate in regular supervision to: receive support, increase knowledge, identify training needs, evaluate work performance, aid and assess professional development.
- Participate in an annual appraisal co-ordinated by your Team Leader.
- Work within, and promote, the policies and procedures of L'Arche Belfast.
- Maintain confidentiality about Core Members, staff and the Organisation as a whole, and follow GDPR data protection regulations.
- Be an active and supportive Team member:
  - Treat everyone on the Team and all core members with respect at all times.
  - Attend and contribute to weekly Team Meetings as required.
  - Participate fully in all training and formation programmes as required.
  - Promote and engage in effective communication within the Team and with other areas of the organisation.

*This Role Profile is not exhaustive and should be taken only as a general outline of the duties of the post-holder. It may be reviewed and varied periodically with due notice.*

	<b>Requirement: Essential = E   Desirable = D</b>	<b>E</b>	<b>D</b>
<b>EDUCATION and QUALIFICATIONS</b>			
<b>1</b>	A good standard of education to at least secondary level.	<b>X</b>	
	Prepared to undertake additional qualifications and development in relation to social care management and understanding of learning disability.	<b>X</b>	
<b>3</b>	Level 3 Qualification in Social Care, or relevant professional or vocational qualification		<b>X</b>
<b>KNOWLEDGE</b>			
<b>5</b>	Understanding of and commitment to the Mission and Values of L'Arche	<b>X</b>	

<b>6</b>	Up to date knowledge of social care standards and regulations, and best practice		<b>X</b>
<b>7</b>	Knowledge of current issues and trends affecting the support of persons with learning disabilities		<b>X</b>
<b>EXPERIENCE</b>			
<b>8</b>	At least two years of relevant experience of working with people with learning disabilities.	<b>X</b>	
<b>SKILLS</b>			
<b>TASK BASED:</b>			
<b>9</b>	Personally effective – excellent organisational skills, ability to prioritise and delegate	<b>X</b>	
<b>10</b>	Effective written and verbal communication and presentation skills	<b>X</b>	
<b>11</b>	Ability to work autonomously in a lone working setting	<b>X</b>	
<b>12</b>	IT literacy, in particular with Microsoft Office	<b>X</b>	
<b>13</b>	Excellent crisis management skills	<b>X</b>	
<b>OTHER</b>			
<b>14</b>	Hold a full current driving license and have access to a means of transport		<b>X</b>
<b>15</b>	Prior experience of L'Arche or of another intentional community		<b>X</b>