

Job Description & Person Specification –

Activities Support Worker



Rose Road is a Southampton-based charity that since 1952 has been supporting children and young people with complex disabilities and care needs, and their families, from across Hampshire and surrounding areas. We provide overnight short respite breaks, on-site and community-based day services, flexible outreach support and at-home care, and SEN advice services.

Role:	Activities Worker
Responsible to:	Activities Leader
Hours:	As a guide, we ask that applicants are available to work three days during half terms/Easter and at least two weeks in the summer. Staff are not required to accept all hours offered; advance notice will be provided of all hours available.
Location:	Based at Rose Road
Salary:	£13.43 – £14.47 per hour. The weekday rate is £13.43 per hour. The enhanced rate is £14.47 per hour and is paid for all weekend hours and waking hours from 9pm to 7am on weekdays.
Closing date	Open ended application

Job Description	
Summary	<p>As an Activities Support Worker, you will provide appropriate practical, social and emotional support to children and young people with learning disabilities, neurodiversity and care needs, who attend the school holiday activity schemes and Saturday clubs, where there is a wide choice of inclusive, free-flow play activities, reading, quiet spaces, crafts and so on. You will work with individuals or groups of young people depending on their need and help them engage meaningfully with the tasks by encouraging them to take part, providing appropriate support, communication and stimulation, and often assisting and getting involved with them in with creative play and age-appropriate activities.</p> <p>Please note, we are unable to offer any Visa Sponsorship for our roles</p>
Role specific tasks and responsibilities	<ul style="list-style-type: none">• To read and follow care plans, ensuring the dignity and respect of the child or young person’s requirements, observing strict confidentiality.• To alert the appropriate Manager should more detailed and complex support be required by the family and to assist in devising strategies to achieve this.

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	<ul style="list-style-type: none">• To accurately record work carried out with the children and young people which may include assessing the risk factors when planning or participating in activities.• Depending on the child or young person’s requirements, workers may need to assist in personal care support including feeding, and toileting (hoisting as required)• When necessary, to be able to administer prescribed drugs and treatments (training will be given).• To undertake a share of the routine tasks such as setting up and clearing away all equipment/toys.• To be able to work as flexibly as possible within agreed times.• Promote safeguarding at all times and the welfare of children and young people. All accidents/incidents must be reported to the Activity Leader ensuring completion of mandatory paperwork.• Undertake all mandatory and relevant training as identified and agreed with line manager to ensure personal and professional growth and to adhere to all Rose Road Association policies.• Ensure you display dignity and respect to all employees and children/adults at all times• Fully commit to the values, mission and vision of Rose Road• Undertake other duties that may be required by the association to contribute to the development of the service and maintain a positive environment for the children/young adults
DBS check needed?	This role is subject to an Enhanced Disclosure by the Disclosure & Barring Service
Required qualifications	Previous experience is not required although an NVQ Level 3 or equivalent would be desirable. Participation in our ongoing training programme will be required.
Benefits	<p>The Rose Road Association is an equal opportunities employer. All staff undergo regular Supervisions, wellbeing check ins and an annual appraisal.</p> <p>All staff also receive the following:</p> <ul style="list-style-type: none">• 25 days annual leave per annum, rising to 28 days after five years’ continuous service• Contributory pension scheme• Paid sickness (following 3 months’ service)• Comprehensive Training and Development with opportunities to progress• Employee Assistance Programme

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Person Specification – what we need from you	
Essential	Desirable
Education and Training	
	<ul style="list-style-type: none">• Childcare/NVQ Qualification or willingness to work towards within an agreed time limit
Achievements, Experience, Skills & Abilities	
<ul style="list-style-type: none">• Good communication skills• Ability to use own initiative and work as part of a team• The physical capacity to partake in the moving and handling of service users• Understanding of the principles of equal opportunities• Recording skills/following programmes, care plans and risk assessments	<ul style="list-style-type: none">• Experience of working with children/young adults• Experience of working with young disabled people



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Our Values & Expected Behaviours



Our focus is always on the children and young people we support, as well as their families, our employees and volunteers. Our Values are essential in providing a moral compass that guides actions and decisions, creating a shared culture, establishing trust, driving strategic direction, and infusing the organisation with meaning and purpose.

We are Trustworthy - We build trust with the children, young people, and families we support – as well as our partners - by being dependable, reliable, and accountable in all that we do.

We are Kind - We understand and value the unique needs of the people that we support. Providing care and support with compassion and empathy.

We are Open & Honest - We foster an honest and open-minded culture and are transparent in both our decision making and communication.

We are Forward Thinking - We are committed to providing the highest quality of care, constantly seeking new, collaborative, and creative ways to deliver our services– encouraging everyone to be ambitious and to achieve their goals.

We are Professional - Flexible and agile in our approach, we uphold the highest professional standards to meet the needs of our children, young people, and their families.

Working within our organisation’s Values Framework – Expected Behaviour Level	
Our five values have clear descriptions and identified behaviours that demonstrate what they look like in practice. The behaviours are split into three levels which are intended to be relevant and consistent throughout various roles within Rose Road. Job Descriptions include the different levels of each behaviour required which should be demonstrated throughout recruitment processes and ongoing employment. Full details can be found at www.roseroad.org.uk/valuesframework (opens a PDF)	
We are Trustworthy	Behaviour Level 1
We are Kind	Behaviour Level 1
We are Open and Honest	Behaviour Level 1
We are Forward Thinking	Behaviour Level 1
We are Professional	Behaviour Level 1