

ISLE OF WIGHT COUNCIL

JOB DESCRIPTION

IDENTIFYING FACTS

Authority: Isle of Wight Council **Title of Post:** Community Support Worker

Directorate: Adult and Community Services **Post No:** 179794

Section: Social Services **Date:** April 2005
Centre, Newport

Responsible to: Team Manager

JOB PURPOSE

- To support people who live independently in the community.
- To maximise individuals' potential and assist them to plan for their future.
- To provide practical support to individuals to enable them to remain within their community and improve their quality of life.

Main Responsibilities

1. To fully assist in the implementation of the Valuing People agenda and to promote the rights, independence, choice and community inclusion of people with a learning disability.
2. Undertake skills assessments and identify areas of development, and plan a programme of support to meet these areas.
3. To assist people in tasks that promote people's independence
4. To contribute to the development of support services in conjunction with professionals, voluntary groups and private agencies.
5. To work in a multi-agency approach.
6. To ensure that service users have access to clear and full information and advice regarding services/benefits/access etc.
7. To assist care managers in the implementation of an individual care/support plan.
8. To provide support, training and encouragement to people with learning disabilities to enable them to live as independently as possible.
9. To attend planning meetings and reviews as required.
10. To participate in team meetings and team development.
11. To participate in training activities as identified with your line manager.
12. To keep up to date manual and computer records in line with the Directorate's policy.
13. To participate in and fully utilise supervision.
14. To work flexibly in accordance with the needs of the service users, their families,

carers and the Directorate.

15. To take on other duties as may be required as appropriate to the grade and role.

This job description is correct as at the date given above. In consultation with the postholder it is liable to variation by management to reflect or anticipate changes to the job. As a term of employment the postholder may be required to undertake other duties in this post or, following consultation, any other post in any of the Isle of Wight Council's Directorates.

Generic Data Quality Statement

All employees are required to comply with the Council's Data Quality Policy and Strategy. You are responsible for ensuring that any information or data you collect or input complies with the standards set out in these documents.

Managers are responsible for ensuring that data sets provided to others comply with the required standards.

The Data Quality Policy and Strategy is available on the Intranet. Each Directorate has one or more Data Quality Champions who can explain the requirements to you.

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