



JOB DESCRIPTION

Sessional Support Worker

Job Title: Location: Accountable To:	Sessional Support Worker Various Project Co-ordinator
JOB PURPOSE This post will primarily be across Stirling with possibilities of work in Falkirk and Clackmannanshire. The role will facilitate opportunities for children and young people with additional support needs to lead a meaningful life, spend time with their peers, develop friendships and be part of new experiences. This will result in regular short breaks for parents and carers.	
PRINCIPAL RESPONSIBILITIES Support • Understand the young person, their personality, preferred communication and any other needs they may have • Have a welcoming, friendly, informative approach and manner towards the young people and the families being supported • Develop a positive approach with the young people to support them to achieve their personalised outcomes • Assist in the development of personalised outcomes • Taking time to complete any relevant forms, reports or communication diaries • Liaise with the coordinator to share any new information, changes or concerns about individual children, young people or families. • Communicate efficiently with families and staff regarding activities taking place. Planning and Service Delivery • Work collaboratively with the team, young person, family and any partner agencies supporting activities • Use your skills and interests to support the development of themes and activities e.g. art, science, music, sport, outdoors. • Develop knowledge of the current opportunities available within and outwith the community. Personal Development • Proactively participate in the in-depth induction process offered by PLUS • Attend regular opportunities for training and team meetings which will enhance your ability and experience in your role. Administration • Contribute to maintaining accurate records of information specifically in relation to outcomes for the young people you are supporting. • Complete all relevant forms in the timescales given • Respond promptly to communications from PLUS which may be via text, phone, calls, emails or our staff intranet.	

Health and Safety

- Ensure that you remain aware of Health and Safety and ongoing Risk Management when at events.
- There will be a requirement to support some young people with personal care and help with the administration of medication as required. Training will be provided to those undertaking this responsibility.

General

- Understand and adhere to PLUS policies and procedures, and promote their use by all staff and volunteers.
- Undertake any other duties seen as appropriate by the Coordinator / Managers

SPECIAL FEATURES / ADDITIONAL DUTIES

Whilst this role does not currently have a requirement to register under the Scottish Social Services Council (SSSC), it is expected that all workers will understand their role in relation to the Codes of Practice and will implement their responsibilities accordingly.

Full training will be provided.

AGREEMENT

Sessional Worker Signature:	
Coordinator Signature:	
Date:	