

**JOB DESCRIPTION**

<b>Job Title:</b>	Senior Autism Practitioner		
<b>Department:</b>	Adult Services	<b>Accountable to:</b>	Assistant Manager, Adult Service Manager

Purpose of the Post:

To provide high quality, flexible and person-centered support for adults with a learning disability and Autism Spectrum Disorder.

To promote the development of each individual's full potential. To support individuals to live as independently as possible in their own home and to meaningfully engage with their local community.

Main Duties and Responsibilities:

1. To deliver a high standard of person-centered care and support to service users. Ensuring these high standards are established and maintained, including appropriate attention to physical, cultural, social, educational, recreational and emotional needs.
2. To organise and prioritise daily tasks to ensure that the individuals' needs are being met and achieving positive outcomes as a result of the support given.
3. To develop and support others to establish and maintain positive working relationships with service users, their families and other team members.
4. To take responsibility for ensuring all required records are kept up to date, are of sufficient quality, kept securely, confidentially and in line with GDPR guidelines.
5. To liaise with families, managers, out of hours provision, the clinical team and external agencies in a professional manner and record appropriately within the bounds of confidentiality.
6. To be accountable and responsible for medication administration and to carry out daily checks.
7. To be accountable and responsible for an individual's finances and carry out daily checks, ensuring reconciliation of monies and reporting any errors.
8. To take an active role in the shaping of individual support plans and assure that they are of quality and fit for purpose. Ensure that risk assessments, positive behavior support plans and mental capacity assessments are reviewed and relevant.

9. To support, develop and role model a greater knowledge of Autism Spectrum Disorder and to support team members in their understanding of Autism Spectrum Disorder.
- 10.To support, develop and role model a detailed understanding of Positive Behaviour Support.
- 11.To effectively communicate verbally, in writing. Using digital to ensure continuity of care is maintained.
- 12.To support service users with personal care if required.
- 13.To deputise for the manager as and when required and cover other duties commensurate with the post.

**PERSON SPECIFICATION**

<b>Job Title:</b>	Autism Practitioner (Senior Support Worker)		
<b>Department:</b>	Adult Services	<b>Accountable to:</b>	Assistant Manager, Adult Service Manager

Personal Skills / Characteristics	Essential	Desirable	Method of Assessment
<p><u>1. Experience</u></p> <p>1.1 Experience of working with people with learning disabilities or Autism Spectrum Disorder</p> <p>1.2 Experience of supervising staff and/or role modeling and guiding staff in their ordinary day to day duties</p>		<p>✓</p> <p>✓</p>	<p>AF / I</p> <p>AF / I</p>
<p><u>2. Qualifications and Training</u></p> <p>2.1 Relevant qualification, e.g. NVQ Level II Health &amp; Social Care or willingness to work towards this</p> <p>2.2 Literacy and Numeracy Level 2 / GCSE English and Maths Grade C or above</p>	<p>✓</p> <p>✓</p>		<p>CQ / AF</p> <p>CQ/ AF</p>
<p><u>3. Specialist Skills and Knowledge</u></p> <p>3.1 Ability to read, understand and write clear and accurate reports</p> <p>3.2 Domestic skills, e.g. housekeeping, healthy eating, cooking, finance, etc.</p> <p>3.3 Knowledge of Autism Spectrum Disorder</p> <p>3.4 Demonstrate knowledge of Person Centred Support Planning</p>	<p>✓</p> <p>✓</p> <p></p> <p>✓</p>	<p></p> <p></p> <p>✓</p> <p></p>	<p>AF/ I</p> <p>AF / I</p> <p>AF / I</p> <p>AF / I</p>

3.5 A working knowledge of First Aid	✓		AF / I
3.6 Experience of safe medication administration		✓	AF / I
3.7 Experience of food safety & hygiene		✓	AF / I
3.8 Experience and understanding of Health & Safety practices	✓		AF / I
3.9 IT skills, e.g. Microsoft Office, accessing & using email & internet	✓		I
<u>4. Personal Qualities</u>			
4.1 Willing to lead as a member of a team or work on own initiative	✓		I
4.2 Full current driving license		✓ ✓	AF / I AF / CQ
4.3 Commitment to Equality, Diversity & Inclusion	✓		I
4.4 Commitment to promote independence for individuals with Autism Spectrum Disorder	✓		I
4.6 Willing to work flexible shift patterns as required	✓		AF / I
4.7 Maintain professional relationships and boundaries at all times	✓		AF / I
	✓		I
4.8 Commitment to continued professional development	✓		AF / I
4.9 Willingness to support service users with personal care	✓		

We are committed to promoting equality, diversity and inclusion in all areas of our work and we welcome applications from all members of our community – so long as you have the legal right to work in the UK.

We are a Disability Confident employer, benefitting from being able to draw from the widest possible pool of talent.

We safeguard and protect the children, young people and adults we work with. If you are applying for a service-based role you will need to have an Enhanced Disclosure and Barring Service (included Barred Lists) check. We require satisfactory references as part of the selection process for this role, including from your current or most recent employer or placement.