

## Community Enablement Worker – Grade 6

### Job Purpose

The Community Enablement Team provides a service for young people and adults with learning disabilities and/or autistic spectrum conditions from the age of 16.

Enablement helps a person to learn new or develop existing skills to become as independent as possible. The approach is strengths-based, person-centred and, where appropriate, involves working with family or friends to ensure that enablement is successful and can be sustained when the intervention comes to an end.

Enablement is particularly effective when people are experiencing a period of transition such as moving to supported living or to their own tenancy.

You will work closely with colleagues in teams within the Council and beyond, including the Community Learning Disability Team, Education, Children's services, occupational therapists, mental health professionals etc.

Working in Adult Social Care is challenging but rewarding and you will be able to really make a difference to someone's quality of life.

This role is based within Adults Integrated Commissioning.

### Key areas of responsibility

You will use your skills and experience to deliver enablement including travel training to adults and young people with a learning disability or autism.

Your ability to develop close partnerships with family, friends and all relevant professionals are key to the success of enablement.

You will use a range of tools to assess the person's current skills and abilities and help them to identify the outcomes they want to work towards.

Following our processes, you will work individually and as part of a team to develop and deliver a unique enablement plan that identifies how they will meet their chosen outcome and how risk will be safely managed.

Working from the enablement plan, you will provide practical one-to-one training at home and in the community, withdrawing support appropriately until the person can manage the task independently.

You will need to work closely with managers to review progress and identify barriers.

At the end of enablement you need to be able to identify unmet need and plan with managers how this will be met in the future.

You will be responsible for ensuring that all enablement plans are up to date and completed to the required standard, respecting service user's cultural beliefs, lifestyle, privacy and confidentiality.

You will be an ambassador for the service and be able to clearly explain enablement and the benefits to individuals and other Council colleagues.

It is important that we invest in our workforce so you will receive a thorough induction into the service and undertake a range of training to ensure that you are fully equipped to carry out your role effectively. We are committed to the development of employees and you will receive regular support and supervision from your line manager. You will also be part of a team who meet regularly.

## Decisions

Postholders will:

- Plan visits and prioritise their daily workload.
- Quickly build relationships and encourages people to engage with enablement
- Be able to have difficult conversations whilst maintaining positive relationships.
- Be able to work with people who have varying communication skills.
- Gather information to identify a person's potential for enablement and the outcomes they want to achieve
- Design and implement user-friendly individual enablement plan
- Plan and undertake one to one training in essential life skills such as: travel training, preparing food, domestic tasks, budgeting, managing finances and developing routines.
- Create individualised resources to help people to learn
- Solve problems in creative and innovative ways as required
- Work with individuals to understand risk and develop their own strategies to manage risk in their daily lives.
- Complete a range of risk assessments using a positive risk management model
- Be aware of safeguarding, how to report concerns and how to work in partnership with the individual to keep themselves safe.
- Have a good understanding of community resources and how to access them.
- Identify need beyond enablement and help people to access other services. In some situations the post holder will co-ordinate these services when multiple services are involved.
- Help people to access assistive technology to support independence e.g. care phones or smartphone apps.
- Monitor, review and adapt the enablement plans to maximise progression.
- Prepare and participate in regular reviews of the enablement work.
- Plan for and participate in a range of meetings with families and professionals.
- Provide information to social workers to help them assess the correct level of support for the individual.

## Resources – Financial & Equipment

### Physical

- Responsible for the recording, confidentiality, maintenance and security of information in relation to service users.
- Be aware of health and safety legislation and use it to inform safe practice.

### Financial

- Provide guidance and information to enable people to manage their money more independently.

## Work Environment

### Work Demands

- The postholder has to deal with work related pressure from interruptions or calls on their time (e.g. from colleagues and/or service users).
- The postholder will be required to undertake periods of concentrated sensory attention when assessing service users or working with them to develop their daily living skills.

### Physical Demands

- Works within a normal office environment but predominately will be out of the office in the community e.g. in service users' homes or on public transport. Much of the work outside the office is lone working.

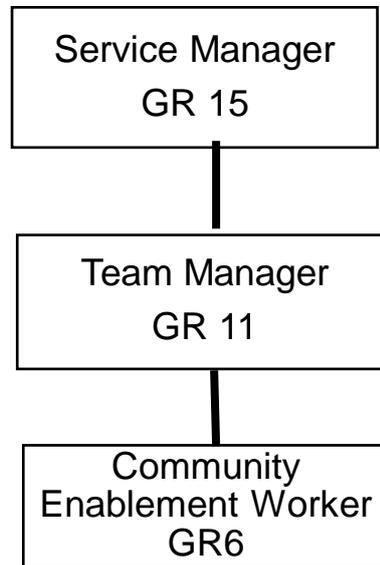
### Working Conditions

- Postholders will have regular contact and meetings with service users when undertaking assessments or providing 1:1 support/training this will be in their homes or in the community.

### Work Context

- Working with service users who have learning disabilities and potentially behaviour that could be challenging. The postholders will occasionally be subject to behaviour that is challenging and may become aggressive or situations that are influenced by heightened emotions.
- Some of our clients also have difficulty with their mental health and this can have an impact on workers when they work 1:1 with them.

## Position of Job in organisational structure - TBC



Knowledge, skills and experience	Shortlisting criteria *
Experience of working with young people and adults with a learning disability	Essential*
Experience of working with people who have autism	Desirable
Understanding of the principles of enablement	Essential*
Excellent time management skills and ability to prioritise work.	Essential*
Ability to positively contribute to team working	Essential
Ability to work independently and use own initiative to plan work and resolve problems.	Essential
Ability to engage, communicate and build relationships successfully with individuals, families, professionals and other agencies	Essential
Good level of literacy and IT skills to be able to maintain detailed and accurate records both written and electronic. Ability to draft individual enablement plans.	Essential*
Ability to analyse and reflect on information collected to inform enablement plans	Essential
Ability to identify and manage risks with individuals, families and others.	Essential
Working knowledge of Safeguarding and Mental Capacity Act.	Essential*
Understanding of data protection requirements, confidentiality and health and safety policies.	Essential*
Understanding of person centred and strengths based approaches and how these work in practice.	Essential*
Have excellent problem solving skills	Essential
Have a good understanding of communication needs and a range of ways in which they can be met	Essential
Travel is an essential part of this job; therefore it would be extremely difficult for you to do that job effectively if you did not use a car for all or most of the time. It is essential that you hold a full and valid driving licence and it is expected that you will either use a Council vehicle or your own car. Exceptions can be made for disabled applicants.	Essential*
Accepts that an Enhanced Disclosure and Barring Service check will be required.	Essential*
Qualifications	Shortlisting Criteria*
Hold the Care Certificate (or equivalent) or be prepared to complete this within 12 weeks of appointment.	Essential*

## Behaviours and expectations

The right behaviours and attitudes are as important to us as the skills you bring to the job. We expect all our employees to demonstrate the following behaviours:

- Positive
- Honesty
- Respectful
- Flexible
- Communicative
- Supportive

You will also promote and be a role model of the Council's expectations of a New Council Employee within the organisation. This role is at level 1. Find out more about [Council Behaviours and Expectations](#).

## General Information

See your responsibilities related to [Safeguarding](#).

Driving Licence or able to travel independently across Kirklees.

Committed to personal and career development and willing to undertake further training.

This Job Profile is intended to provide an understanding and appreciation of the responsibilities of this particular job. It is not possible to specify every detail and we expect you to work flexibly within your skills, knowledge, experience and grade of this job

For Office Use Only:

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