**JOB TITLE:** Project Support Worker - Nights

**LOCATION:** Seaford, East Sussex

**REPORTING TO:** Service Manager

**Acronyms: E=Essential; D=Desirable; AF=Application Form; I=Interview; Ex=Exercise.**

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| **Qualifications & Training** | **E or D** | **AF, I or Ex** |
| Willingness to work towards completion of the Care Certificate or Level 2 NVQ/Diploma in Health & Social Care | **E** | **AF, I** |
| Completed Care Certificate or Level 2 NVQ/Diploma in Health & Social Care | **D** | **AF, I** |
| Training in Mental Health, substance misuse, complex needs and/or challenging behaviour | **D** | **AF, I** |

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| **Skills** | **E or D** | **AF, I or Ex** |
| Ability to communicate in a helpful, positive and friendly manner, in a range of situations with a variety of people | **E** | **AF, I** |
| Ability to challenge in an appropriate manner and set professional boundaries | **E** | **AF, I** |
| Ability to motivate, enable and empower individuals | **E** | **AF, I** |
| Ability to build professional and effective relationships, specifically with colleagues, clients, care managers, stakeholders and other services | **E** | **AF, I** |
| Ability to work under own initiative to manage own time and meet deadlines | **E** | **AF, I** |
| Ability to accurately write reports, keep records and complete forms | **E** | **AF, I** |
| Ability to carry out assessments with clients including support plans, risk assessments and reviews | **E** | **AF, I** |
| Ability to cook and support clients to prepare nutritious meals | **E** | **AF, I** |
| Ability to lone work and manage crisis’. | **E** | **AF, I** |

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| **Experience** | **E or D** | **AF, I or Ex** |
| Experience of working in a recovery focussed way, empowering, motivating and supporting people with complex needs | **D** | **AF, I** |
| Experience of working with IT systems | **D** | **AF, I** |
| Experience of working as part of a team | **D** | **AF, I** |