
JOB DESCRIPTION: PROJECT WORKER - NIGHTS

JOB TITLE:	Project Worker- Waking Nights
LOCATION:	Park Lodge, Eastbourne, East Sussex
REPORTING TO:	Service Manager
HOURS:	37.5per week
SALARY:	£16,575 per annum (pro rota)

JOB SUMMARY:

To provide recovery focussed support to vulnerable clients, with mental health and other complex needs, while in a residential and supported living service. Staff will be required to ensure that clients are supported in a wide range of needs such as: accessing mental health/addiction and health services, general practical help, budgeting, life skills, promoting health, independence and quality of life and engaging with community activities. To participate, efficiently and effectively, in the nightly tasks that coordinate the service's delivery in line with East Sussex County Council's requirements.

MAIN TASKS:

1. To work during the night in a residential service with people who have identified mental health needs and provide recovery focussed emotional and practical support.
2. To provide a calm, safe and peaceful atmosphere during the night in order to promote clients wellbeing.
3. To have a thorough knowledge of relevant Health & Safety policies and procedures and the ability to implement them and carry out checks where required.
4. To have the ability to support clients to identify and attain their individual aspirations and goals, through one to one key-work sessions, using the 'recovery star' as a model of support.
5. To work with the clients within their support plans and risk assessments using the 'recovery star' model. To carry out reviews of risk assessments as necessary.

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6. To coordinate shifts in the project during the night taking responsibility for security of the building.
7. Provide a telephone emergency on-call service for the Supported Living Service next door for 5 clients.
8. To participate in allocated domestic duties of the house such as, cleaning and carrying out Health & Safety checks when required.
9. To support clients in developing and maintaining independence skills, in all areas of daily living.
10. To support clients to manage their own finances and to maximise their income and support with budgeting if needed.
11. To assist clients, when necessary, with their personal care (e.g. medication, drinking and eating, oral care, washing, dressing etc.)
12. To encourage socialising by creating an environment where clients can have social interactions in a welcoming, calm and safe place.
13. The ability to manage a crisis, stay calm and deal with stress.
14. To promote and encourage client involvement in social, leisure, vocational and educational activities or other relevant services in the area that will assist them in attaining their goals and aspirations.
15. To assist in the assessment process for new referrals by collecting relevant information and documents, liaising with relevant professionals. Organising and preparing the assessment process where appropriate.
16. To type reports and document on a daily basis any interactions, observations, behavioural changes or lack of, with the clients placed in the service onto the database.
17. To complete the induction process, attend training, meetings, identify areas for self-development/further training, and actively contribute towards monthly supervisions and annual appraisals.
18. To liaise, promote and work in partnership with other Jiva Healthcare services available in the local area when required.
19. To support clients if needed, in carrying out regular Health & Safety checks, to identify and report any concerns via regular risk assessments. To respond appropriately, and within Jiva Healthcare's Health & Safety policy.

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20. To be aware of and work within Jiva Healthcare's policies and procedures.
21. Any other reasonably required tasks, appropriate to the grade and character of the post.

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