



Job Title Outreach Support Worker

Base: **33-35 Carnie Drive, Aberdeen, AB25 3AN**
Reports to: **Outreach Service Manager/General Manager**

Main Purpose of Job:

To work with the client group on an outreach basis and to meet the objectives defined, which will be specific to the service user.

It is the nature of the work of the Support Worker that tasks and responsibilities are, in many circumstances, unpredictable and varied. All staff are therefore expected to work in a flexible way when the occasion arises that tasks which are not specifically covered in their job description have to be undertaken. These additional duties will normally be to cover unforeseen circumstances or changes in work and they will normally be compatible with the regular type of work. If the additional responsibility or task becomes a regular or frequent part of the Support Worker's job, it will be included in the job description in consultation with the member of staff.

As an Outreach Support Worker, the ability to relate to, and communicate with colleagues at all levels and generally to work as part of a caring team is of great importance. The nature of the work will mean however, that you spend some time working with your client on a 1-1 basis. Successful Outreach Workers will be able to use their initiative whilst working in the community, and are able to cope well during stressful situations.

Main Tasks

- ❖ To demonstrate a knowledge and understanding of the Autistic person's socialization.
- ❖ Collaborate in the assessment of Service Users so that difficulties are identified and latent talents developed.
- ❖ Implement programmes of meaningful leisure or recreational activities for each Service User enabling them to acquire independence whilst at the same time encouraging them to integrate as a group.
- ❖ Ensure that each Service User is given appropriate training in social skills.
- ❖ Keep adequate records of each Service User's progress and make regular reports as required by the Outreach Co-ordinator or General Manager.
- ❖ When required attend internal, or external case conferences, and keep written records.
- ❖ Become familiar with the Society's health, safety and fire regulations and ensure that they are strictly observed.
- ❖ When necessary or appropriate accompany Service Users to the Dentist, Doctor, Employment Agency etc.
- ❖ Ensure that matters concerning individual Service Users and their families are kept strictly confidential to the Society.
- ❖ Undertake any specific tasks delegated by Outreach Co-ordinator.
- ❖ Provide appropriate guidance, support and structure to enable Service Users to benefit from the widest range of educational experiences.
- ❖ Provide such physical care as may be necessary.
- ❖ Foster good relationships with Service Users parents and families.
- ❖ To carry out any other duties that may be agreed from time to time in discussions with Outreach Co-ordinator and General Manager that relate to Service Users' welfare and development.

The objectives/aims of the support will depend on the needs, abilities and personal life goals of the client. There are however certain objectives which are more commonly agreed or described because of the social effects of autistic disorders. Some of these are listed below: -

Examples of Defined Objectives: -

- ❖ Enable Service Users to participate in recreation and leisure activities.
- ❖ Enable Service Users to eat and drink.
- ❖ Enable Service Users to manage their domestic and personal resources.
- ❖ Enable Service Users to maintain contacts in potentially isolating situations.
- ❖ Enable Service Users to maintain their personal hygiene and appearance.
- ❖ Assist with the development of client social/communication skills.
- ❖ Develop/improve client independent living skills (e.g.) budgeting/planning
- ❖ Assist the client with employment and/or further education matters
- ❖ Engage the client in social activity out-with the home
- ❖ Reduce client challenging behaviours and teach replacement appropriate/acceptable behaviour

Responsibilities of all support staff include: -

- ❖ Ensuring the respect, dignity and privacy of clients wherever possible.
- ❖ Promoting equality for all individuals.
- ❖ Contributing to the protection of the individuals from abuse.
- ❖ Contributing to the management of aggressive, self-injurious and abusive behaviour.
- ❖ Promoting communication with individuals where there are communication difficulties.
- ❖ Supporting Service Users when they are distressed.
- ❖ Enabling Service Users to make use of available services and information.
- ❖ Contribute to the support of Service Users during development programmes and activities.

Hours: Basic working hours are 37 ½ hours – 5 days a week. Due to the nature of support hours are variable and are allocated by a monthly Rota based on the current requirements.

Holiday Entitlement: 36 Annual leave days per year

Sickness Pay: Up to 10 days paid sickness – subject to Company Rules

Signed:

Date:

Supervisor:

Date: