



Job Description

Nightshift Care Staff

A little bit about us....

Garvald West Linton provides residential care, creative work opportunities and Day Services for adults with learning disabilities. The residents and staff together make up a community of approximately 130 people. There are five residential houses. On average, there are seven residents in each house with one House Manager, one Deputy House Manager and a group of care staff including night duty staff, spread across five residential care homes and our Workshops.

Our Ethos

The aim of Garvald West Linton is to meet the physical, emotional, and spiritual needs of the individuals we support.

Main Purpose of Role

The job is at the support worker level as defined by the Scottish Social Services Council as follows; “workers who have a delegated responsibility for providing care and support to adults using residential care”. Follow policies and procedures produced by Garvald West Linton Ltd. Work within the recommendations made by our regulators.

Tasks

- Attend to care needs of the residents examples are; incontinence care and health monitoring.
- Carry out domestic and household duties as allocated by the House Manager.
- Follow any procedures required for a particular individual.
- Respond to unforeseen events.
- Keep a record of all night-time events.
- Operate and respond to the pager system as instructed.
- Carry out Fire Alarm procedures as instructed.
- Maintain a calm and peaceful atmosphere in the house during the night.
- Contribute to Handover meetings at the start and end of shifts.

Training and Supervision

Garvald has a staff training programme for new staff. This is usually held on a Thursday morning, initially over a six-month period, and additional sessions are held when necessary. Waking night staff receive supervision approximately once a month from the manager or deputy in their house. During supervision, issues of concern can be raised, and support can be offered. There is also the opportunity for practice to be reflected, as well as training needs to be addressed.

The first six months of employment is a probationary period. At the end of six months an appraisal meeting will be held, and the post confirmed as permanent (if performance has been satisfactory). Annual appraisals will follow annually.

Knowledge and Experience

No minimum experience required, all training will be provided during employment

Skills, Abilities and Personal Attributes

- Friendly and caring approach with ability to relate to residents with a wide variety of complex challenges and needs
- Flexibility to be able to respond to a wide and varied range of situations
- Tact and sensitivity with a respectful approach to residents
- Patience, resilience and reliability with the ability to remain calm under pressure
- Team working skills and the ability to use own initiative
- Ability to work to guidelines and follow necessary processes and procedures

This position involves working with vulnerable adults and is therefore exempt from the provisions of the Rehabilitation of Offenders Act 1974. Therefore, disclosure of criminal convictions is requested from all applicants, and if successful in your application, this will be followed by application for registration to the Protection of Vulnerable Adults Group. All applicants can be assured that the information will be dealt with confidentially and will not be used to discriminate against them unfairly.