PERSONNEL SPECIFICATION

Job Title: Day Care Worker

Service: Disability Services

Responsible to: Service Manager

CRITERIA

1. QUALIFICATIONS AND KNOWLEDGE

Essential

- Knowledge and understanding of the needs of people with learning disability and principles of care
- GCSE English and Maths at Grade C – or equivalent
- Good computer skills with a competency using Microsoft Office, Outlook programmes, TEAMS

Desirable

- QCF/NVQ Level 2 in Health and Social Care and a desire to develop this further
- Knowledge of the range and complexity of lifestyle needs of people with learning disability in an education/day care setting
- Knowledge of TEACCH and PECS communication and learning systems
- Level 3 Certificate in Teaching and Learning – or willingness to work towards achieving this qualification

2. RELEVANT EXPERIENCE

Essential

- Previous experience of working with individuals who have complex and profound needs, e.g., day care centre, education, health and social care
- Experience of working in a caring environment directly with an adult client group

3. PERSONAL ATTRIBUTES

Essential

- To have integrity, honesty, patience and an even temperament
- To have the ability to plan and prioritise work and maintain accurate records
- To have the ability to work on own initiative
- To exercise appropriate confidentiality
- To have respect for the authority and direction of the management and supervision of the Day Care Centre
- To have the ability to work as a member of a team
- To have good inter-personal skills

4. PHYSICAL REQUIREMENTS

Essential

- Health – such as to allow for attendance reliability and work proficiency (reasonable adjustments will be made for those with a disability)

- Appearance – must be acceptable within the working environment

5. SPECIAL CIRCUMSTANCES

Essential

- Be willing to work additional hours to fulfil the requirements of the Day Care Centre (within Working Time Regulations)
- Must be willing to behave in a manner which respects the Christian ethos of the Presbyterian Church in Ireland
- Be willing to register with the Northern Ireland Social Care Council and to maintain registration