

Beyond Dementia is committed to the provision of a range of flexible services which give people with Dementia and their carers real choice while maintaining as much independence and control over their lives as possible. We believe that:

- the interests of service users should be safeguarded at all times;
- entitlement to service should exist regardless of gender, sexual orientation, cultural, religious or ethnic background;
- the social, cultural, ethnic and religious background of all service users should be respected.

Job Title	Day Club Support Worker
Job Role	Under the guidance of the Day Club Manager and Senior Support Worker, deliver flexible and structured day care services while promoting communication and engagement in a socially enriching environment. Contribute to the development of a cohesive and committed team of staff and volunteers.
Location	Old Silk Works, Beech Avenue, Warminster, Wiltshire BA12 8LX. There may be occasions when it is requested that you work from another Day Care site.
Grade	Scale point 19 £12.82 per hour.
Hours of Work	Tuesday to Friday, 09:30 – 16:30hrs (26 hours per week). The contracted working hours incorporate a 30-minute unpaid break.
Accountable To	Beyond Dementia Chief Executive Officer on behalf of the Board of Trustees.
Responsible To	Day Club Manager

Confidentiality	The post holder will be expected to abide by Beyond Dementia's confidentiality policies and working practices. All employees are required to observe the strictest confidence with regards to any information that they may have access to, or accidentally gain knowledge of, in the course of their duties. All employees are required to observe the strictest confidence regarding any information relating to their work and the organisation's employees. You are required not to disclose any confidential information either during or after your employment with Beyond Dementia, other than in accordance with the relevant professional codes.
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This job description lists the main areas in which you will be expected to provide support. We may need to add more specific tasks to this based on the needs and wishes of the individuals you support. This document may be subject to review and change in consultation with the post holder. It is not intended to be a contractual document.

Main Responsibilities and Duties

- To support club members to live the life they want to lead, facilitating choice and supporting them to make decisions and take appropriate risk.
- To make each day the best it can possibly be by designing and leading engaging activities in both group and one-to-one settings, creating a stimulating environment that encourages individuals to explore and reach their full potential.
- To support club members to maintain existing skills and develop new ones, where possible, by using knowledge of each individual's interests, hobbies, wishes and beliefs to guide personalised support and engagement.
- To support club members to access facilities in the local community and take part in activities outside of the club.
- To promote and assist club members to look after their health when required, for example, assisting with medication management.
- To promote and assist club members to look after their personal care needs when required.
- To meet club members expectations of the service as identified and agreed in their care plan.
- To develop a positive and supportive relationship with family carers.

You will be expected to:

- treat the member with dignity and respect at all times;
- be accepting of members with varying capabilities;
- contribute to service reviews;
- undertake light housekeeping duties;
- undertake food preparation duties, including cooking;
- be aware of, and follow reporting procedure for, any safeguarding concerns or incidents;
- keep accurate records;
- attend induction and training;
- attend team meetings and supervision;
- ensure the health, safety and welfare of your service users and your colleagues;
- work as part of a team to support your colleagues to do their jobs, for example, providing annual leave and sickness cover where possible;
- work with other people as required including attending meetings (either internally or externally);
- undertake any other duties as required and that are appropriate to your grade; and,
- perform all duties in accordance with the organisation's policies and procedures.