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**Transition Support Worker (TSW)**

**Job Description**

**Location – As Advertised**

**Contract – As Advertised**

**Hours - As Advertised**

**Minimum Role Experience - 1 year**

**Minimum Qualifications - NVQ 3/Equivalent**

**DBS – Valid DBS/Updating Service Registration**

**Salary starting at – As Advertised**

**It’s not just a job, it’s a life experience.  Join us and help us change lives.**

**About the role  
As a Transition Support Worker (TSW) at TPC you’ll be supporting young people leaving the care of a local authority to live in supported accommodation in the community. In these roles, everything you do will enable people to have choices about their own lives, creating flexible services that meet people’s needs and always looking for the best way of doing things.**

**Working as part of a team, you will support the unit Team Leader and work in partnership with colleagues and all relevant agencies to deliver a package of support, advice and assistance within community-based living homes. As part of this role, you will monitor, support and build individual SMART plans to identify, plan, manage, reflect and review individuals transitioning to adulthood.**

**Within this role you will work to an accredited independent living training programme to enable and empower young people to develop the skills and knowledge to identify and meet their own needs post 18. You will work with young people to complete an Independent Living Assessment of their skills shortage and work with them to achieve change.**

**In order to support young people to achieve a successful transition, you liaise with colleagues, key individuals, agencies, groups and stakeholders to identify the resources necessary to achieve success. You will maintain effective records, prepare reports, attend meetings and comply with all required policy, advice and guidance set out by Transitional Plus Care.**

**Where appropriate, you will support the supervision of lower graded staff, including agency workers, to ensure the effective and efficient delivery of independent living support services to young people. As key members of the operational service, TSW’s are often the first to identify problems and service deficiencies and you will be encouraged via supervision, team meetings, training and consultation with your Team Leader and Regional Manager to contribute to the overall service objectives.**

**There’s no such thing as a “typical day” for one of our Support Workers. You never know what you might end up doing and they could be supporting someone to make their breakfast in the morning or even helping them plan their birthday party or a family event. Sometimes it’s challenging, but it’s always rewarding. You’ll go to work knowing that you’re making a positive difference to someone’s life. And you’ll be working in a team of skilled, dedicated colleagues who’ll support you all the way.**

**As a member of TPC, you will receive a full induction package, in-house training, 28 days annual leave (pro-rata), company pension, regular supervision, annual appraisals and continuous support with personal development. All TPC staff work flexibly to provide a 24/7-varied shift pattern across a number of sites and that includes working days, evenings, some weekends and Bank Holidays. If you like the idea of enabling, empowering and supporting young people leaving care to live safely in the community then this post could be for you.**

**Essentials Things About you  
You need to have experience of working in a social care setting, have a good standard of general education and be qualified to a minimum NVQ level 3 standard. It’s great if you already have experience of working with young people who can present with challenging behaviours but this is by no means essential. What matters most is your positive attitude to life and your desire to support people to live their life with as much independence, choice, dignity and control as possible.**

**To support you to achieve the goals set, you will need to be a confident professional who has an understanding of multi-disciplinary approaches to service delivery. You will need to have knowledge of child and adolescent development and the specific elements of law, policy and guidance that seek to protect children. Having good information technology skills will assist with the need to be an effective communicator. Remaining calm, controlled and effective at all times and being able to identify risk, plan, reflect and work, as part of team will all be essential to your success.**

**Having an awareness of key national law and guidance around equal opportunities and the ability to challenge harassment, discrimination and bullying will assist you in this role. Being committed to your own continuous development, the concept of the best interest of the child and the basic philosophy of working together to safeguard children should enable you to reach your potential in this role.**

**Essential Things About Us**

**Our Liverpool based services provide support to individuals in ‘Supported Living’ environments across the city, which are either shared with other care leavers or, individually designed to provide the best possible transitional support for care leavers aged 16 and 17 years old. Our services seek to offer support services to young care leavers that maximises their independence and life experiences through our dedicated management team and operational staff team.**

**Due to expansion, we are looking for people to join our forward thinking, driven, person focused, supported living and not-for-profit company which offers excellent pay and conditions, career development and training to the right people.**

**If you feel you can contribute to the success of our service and support the team to enhance the lives of the young people we support then apply today!**

**What we offer**

**We offer a range of benefits including a comprehensive Induction process including minimum training requirements, 28 days leave per annum (pro-rata), work based pension, monthly supervision, specialist training opportunities, a comprehensive Staff Handbook and personal career development planning. You will have the support of Team Leaders within each unit, access to TPC’s Business Support Team, oversight from the Senior Management Team and a suite of policies and procedures to guide your practice.**

**Job Specification – Transition Support Worker TSW)**

**Department: Operations**

**Where you will be working: North West**

**Report to: Area Manager/Team Leader**

**This job is important because:**

**You will work across the service area as directed by your line manage to enable and empower the young people we support to lead fulfilling lives based upon their individual support needs. You need to work to the standards set internally (by TPC) and externally by the national guidance for the provision of semi-independent accommodation for care leavers. In doing so, you ensure that the young people we support and your work colleagues are supported according to the established in-house support tools. You will achieve this by effectively communicating with individuals, team members, seniors and managers and by following TPC’s established policy and procedure, comprehensive Staff Handbook and individual Pathway Plans and Risk Assessments including:**

* **Ensuring that you support young people to be as involved as possible in every moment of their lives.**
* **Offering young people opportunities to be involved as often as possible, in the way that best suits them, e.g. as little or as much as they like.**
* **Offering ‘just enough’ support to ensure people succeed.**
* **Ensuring that people you support make as many choices as possible, so they remain in control.**

**As we provide 24/7 support to young people in placement across a number of sites, you will need to be able to work a flexible working pattern including night shifts, weekends and Bank Holidays as set out and agreed with your team leader.**

**Main Duties:**

1. **Support young people transitioning from care to adulthood to the standard set by TPC and in line with individual planning, cultural needs and wishes.**
2. **Support young people to remain safe in their home and respond to all safeguarding events in a calm and controlled manner.**
3. **Contact and liaise with the appropriate emergency services as required (e.g. fire, Police, Emergency Duty Service, etc)**
4. **Support young people to meet the own personal care needs in line with their support plan (e.g. encourage regular bathing, good dental health, smoking cessation, etc).**
5. **Support and encourage young people to make positive choices and life decisions in line with their age and ability.**
6. **Support and encourage young people to engage in positive social, leisure and work activities, according to the individual’s choice.**
7. **Support young people to manage their own health needs as required, e.g. taking medication and attending doctor’s appointments.**
8. **Keep accurate and up to date records.**
9. **Support young people to manage their finances in line with TPC guidelines and individual Pathway Plans.**
10. **Promote health, safety and well-being of the young people we support.**
11. **Work positively with colleagues, families and external organisations and professionals.**
12. **Work as part of a team.**
13. **Support, advise, assist and maintain the learning of less qualified staff.**
14. **Support and maintain compliance with all TPC policies and guidance.**
15. **Maintain the integrity of the building at all times and ensure the safety of all residents and staff.**
16. **Participate in learning and development opportunities as required.**
17. **Undertake any other duties as appropriate.**

**Person Specification – Transition Support Worker**

**These are the qualities and behaviours that TPC support staff must have.**

**Communication – we need people who**

* **Like being around people.**
* **Value input from others.**
* **Are good listeners.**
* **Are willing to try new approaches.**
* **Communicate openly with people.**
* **Articulate views with passion and understanding.**
* **Speak clearly using positive, simple, straightforward language.**
* **Articulate how they feel.**

**Respect – we need people who**

* **Value the views of others.**
* **Are kind and thoughtful to others.**
* **Have a positive outlook.**
* **Are tolerant of people who have different views.**
* **See the person first not the behaviour.**
* **Respect others point of view.**
* **Are well-mannered and polite to everyone they come into contact with.**
* **Tackle issues with a positive frame of mind.**

**Cares About – we need people who**

* **Have a desire to be part of the social care world.**
* **Are enthusiastic about supporting people.**
* **Are patient with people.**
* **Behave in a person centred way.**
* **Are interested in the people they support.**

**Creative Thinking – we need people who**

* **Have a ‘can do’ attitude.**
* **Think imaginatively.**
* **Communicate positively with people using a range of methods.**
* **Are enthusiastic.**
* **Use their initiative.**
* **Present confidently.**
* **Freely express their views and asks questions.**

**Person Centred ‘must haves’ – we need people who**

* **A good standard of written and spoken English**
* **The ability to maintain records accurately**
* **The ability to communicate effectively**
* **Basic IT skills**
* **The ability to work on your own and as part of a team**
* **Commitment to developing personal & work skills**
* **Sensitivity, patience and trustworthiness**