



Job Description

Directorate	People
Service	Children in Care and Care Leavers

Post details	
Job title	Residential Care Worker
Grade	6
Location of work	Westland Drive, Warrington Borough Council
Directly responsible to	Registered Manager
Directly responsible for	
Hours of duty	30 hours
Primary purpose and scope of the job	
<p>An exciting opportunity has become available for a Residential Care Worker to join our service at Westland Drive, which is an overnight short breaks service for children with disabilities. The home in its most recent Ofsted inspection gained a judgement of "outstanding". At Westland Drive we can care for up to 3 children at any one time, up to the age of 18 years. Children who attend the service may require assistance with personal care, moving and handling and administering of medications.</p> <p>Experience of working with young people with disabilities and complex health needs is fundamental and experience of a residential setting would be an advantage. You will receive mandatory and specialist training and monthly supervision from your line manager. We are committed to your personal development, and we will ensure that you are fully supported in this role. The successful candidate will be joining a stable, experienced and committed staff team.</p>	

You will also benefit from 20% enhancements Monday to Friday 7pm to 11pm and 30% enhancements from 7pm to 11pm on Saturday and Sunday. We offer a substantial training package and are committed to supporting development and progress. We are in easily commutable distance of Greater Manchester, Cheshire and Merseyside. We have a car leasing scheme (salary sacrifice) and rail ticket scheme available for our employees. When established within the role we will support you in the completion of a Level 5 qualification in Leadership and Management.

Working Relationships

The following list is not exclusive but represents the majority of services/personnel that the post holder will be expected to have working relationships with, some more frequent than others:

- Develop and maintain multi-agency networks, ensuring The Complex needs hub is kept at the forefront of strategic developments and partner's priorities, at all levels
- Develop and maintain good working relationships with both internal colleagues and partners
- Deliver an integrated service working to The Complex needs hub practice model
- Work effectively and collaboratively with case holding Team Managers
- Ensure interagency collaboration to deliver aspirational practice and creative education packages for complex young people
- In collaboration with the Residential & Service Manager, ensure there is an effective flow of information with the service, peers, senior leadership, Elected Members, Looked after Children's Groups, Multi- Agency partnerships, and key government departments
- Present information through public speaking at local, regional and national events

Key Tasks and Responsibilities

KEY TASKS AND ACCOUNTABILITIES:

Provide high quality care and/or support for children to ensure a safe and stable environment that supports them in achieving their full potential.

2. Deliver a child centred and stimulating environment in which children can receive high quality physical, emotional, social and intellectual care and support acting as a positive adult role model.
3. Act as a key worker for agreed children, undertaking, completing key worker files contributing to reviews and development of individual care programmes and risk assessments under the overall supervision of the Registered / Supported Accommodation Manager.

4. To support and advocate for the children being cared and supported for in the homes / supported accommodation
5. To participate and support in planning, preparation and delivering of activities for Children in home / supported accommodation and outside within the community.
6. To assist and support children in their education. If they are in care to include attending school meetings, carers open days, and to support with homework. If the child is in supported accommodation, to offer support in relation to education, employment and training.
7. Update and maintain all relevant records relating to all aspects of the child's plans and contribute to the care / pathway plan on a monthly basis or as required.
8. Communicate effectively with children, observing their behaviour to allow for accurate recordings and reporting of significant issues. The child's wishes and feelings should be heard and listed to at all times.
9. Encourage appropriate behaviour and manage challenging behaviour both in and outside the home / supported accommodation.
10. Support children to ensure all of their health and medical needs are met.
11. As a supportive member of the team, staff should be able to communicate effectively with colleagues and participate in appropriate staff handovers and team meetings.
12. Be aware and keep up to date with any relevant legislation, statutory requirements, departmental policies and other regulations. In particular those relating to safeguarding, Health & Safety, Equal opportunities and Data protection under the guidance of the Registered / Supported Accommodation Manager.
13. To promote, evidence and promote the children's identity including religion, culture, ethnicity, sexuality and linguistic needs, offering other forms of communication where possible.
14. Will be required to undertake weekend and /or sleep in duties on a rota basis including bank holidays in order to maintain appropriate staffing levels to meet the needs of the service.
15. To undertake and/or support normal domestic duties including household chores as well as purchasing and preparing food provisions/meals. To carry out cleaning around the home on a daily basis, laundry and general household maintenance, in line with health and safety requirements.
16. Will be required to carry out 1:1 work as well as group work with young people based on appropriate risk assessments and the needs of the establishment.
17. Take responsibility for own professional development and participate in supervision, appraisals and training events as agreed.

18. To abide by the guidelines of dress code set in the code of conduct and the expectations of the management within the service. To work within a standard of professional conduct which will not cause embarrassment or reflect a negative image of the service.
19. Notwithstanding the detail of the job description, in accordance with the council's flexibility policy, the job holder will undertake other duties and responsibilities as may be determined by the Director up to a level consistent with the principle responsibilities of the job.
20. The post holder is responsible for the safeguarding and promoting the welfare of children and/or vulnerable adults.

Review Arrangements

The details contained in this job description reflect the content of the job at the date it was prepared; however, it is inevitable that over time, the nature of the jobs may change. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the Council will expect to revise this job description from time to time and will consult with the post holder at the appropriate time.

Prepared / Revised By	Russell Kelly
Role	Service Manager
Date	13/11/2025