



**POST:** AUTISM SUPPORT WORKER

**LOCATION:** Various in and around the West Midlands

**SALARY:** From £12.22/hour

**HOURS:** Flexible, ranging from part time to full time, weekend work

**Reports to:** Service Manager

### **AIMS OF THE SERVICE**

The mission of Resources for Autism as an organisation is to provide practical support to individuals on the spectrum, wherever they are on the spectrum, and to those who love them. We do that by providing a safe, fun and meaningful service that enables an individual to be themselves and to thrive. We accept people for who they are and we introduce children and adults to new, creative and stimulating experiences which encourage interaction, communication and independence. Our work is holistic so we work closely with families to support, educate and increase their understanding of autism and resilience.

### **ROLE OF THE AUTISM SUPPORT WORKER**

The role of a Support Worker is integral to RfA fulfilling its mission as it is the key role that determines a service user's experience of the organisation. With really strong values and openness to training you will receive from us, you will be responsible for delivering direct practical support to our service users and their families. You will work in both 1:1 outreach and group settings and be able to work independently and as part of a team. You will receive further training in order to develop your career progression within the organisation either as a leader/mentor of other workers or a specialist in another autism related specialism including behaviour, mental health, trauma, or training. Whilst you will receive all the training and support you need to develop in your role, you will be expected to demonstrate the values of acceptance and patience in your interactions with service users, their families and RfA team members.

### **BENEFITS OF THE ROLE**

Staff benefits are widely offered and available to attract, support, develop and retain our valued staff, enabling them to reach and use their full potential. Benefits include, but are not limited to a family friendly working environment, 25 days of annual leave, pension scheme, access to an

employee assistance programme, flexible working patterns and continual professional development aligned with your personal goals.

#### **PRINCIPAL DUTIES:**

1. Provide meaningful, fun activities and support for autistic children, young people and/or adults in the community and/or in the family home.
2. Plan activities and be well prepared for those activities.
3. To be a positive role model to service users, parents/carers and colleagues.
4. To monitor and evaluate individual's progress through observation and record keeping.
5. Attend meetings to discuss and assess the progress of the individual.
6. To promote positive behaviour support and implement appropriate de-escalation strategies that would be in the best interest of individual supported.
7. To form and maintain appropriate professional boundaries with those on service and their families and /or carers.
8. Be aware and respond to Health and Safety issues and to understand and be able to use Risk Assessments.
9. Follow Resources for Autism safeguarding procedures at all times and inform line manager of any concerns.
10. Follow financial and administrative procedures as directed, including completing log sheets in a timely manner, returning time sheets and responding to email contact quickly.
11. Follow first aid procedures including keeping records of all accidents, incidents and actions taken.
12. To attend and actively participate in training opportunities.
13. To ensure that responsibilities and duties are carried out in accordance with Health and Safety legislation, Equal Opportunities policy and Child/Vulnerable Adult Protection Policies and that updates to policy and procedure documents are read and understood.

**This is not meant to be an exhaustive list and the job holder may be required to undertake other duties as determined by management as necessary to the needs of a service user or the Organisation.**

#### **PERSON SPECIFICATION**

##### **SUPPORT WORKERS**

###### **General Background**

Experience of working with autistic children, young people and/or adults.

Experience of working in community settings.

Good written and verbal communication skills.

Knowledge of issues surrounding Health and Safety.

Knowledge of the issues and general procedures of working with vulnerable persons.

Willingness to undertake further training.

Have a completed DBS Check, or be willing to undertake this and to subscribe to the DBS update service.

### **Abilities and skills**

To be reliable and on time.

Ability to communicate effectively with service users, parents, colleagues, carers and other agencies.

Ability to think creatively and develop new ideas.

Ability to put ideas into practice

Ability to empathise with the needs of autistic people, parents, carers, friends and families

Ability to understand of the importance of working in partnership.

Ability to support children and/or adults who may experience challenging behaviour and/or emotional difficulties.

Non-judgemental and caring approach to work.

Energy and enthusiasm.

### **Experience and Knowledge**

Experience of working autonomously using own initiative.

Experience of prioritising workload and managing time effectively.

Knowledge of the appropriate skills for working with autism.

Confident use of email.