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| Job Title | Supported Living Service Relief Support Staff  |
| **Date Prepared** | July 2024 |
| **Reports To** | Relief Coordinator or Team Leader |
| RoleOverview | WALK provides supports for people with intellectual disabilities living in community supported living settings and day service supports. At WALK, we empower people with disabilities to live self-determined lives in an equal and inclusive society. Our vision is an inclusive society where communities value and treat all people as equal citizens. Our values are based on a human rights-based approach and a low arousal non-aversive philosophy. * A Relief support worker is responsible for supporting people to achieve their vision and goals in accordance with their will and preference as outlined in their personal plan.
* Relief support workers will empower people supported to live self-determined lives in socially inclusive communities.
* Relief support workers will support families as appropriate and in accordance with the wishes of the person supported.
* Relief support workers will help build social capital in the communities, and support people to enhance their socially valued roles and contribution to their community.
* The relief support worker will work in collaboration with the support team, leadership team, clinical team, and all other stakeholders to ensure people have a safe and effective service.
* Relief support workers will support the team leader/coordinator to achieve and maintain HIQA regulatory compliance.

In WALK, there are two relief positions;1. **General Relief Support Worker (as and when required);**

This role includes being part of a relief panel, covering shifts as and when required to cover annual and sick leave absences.1. **Relief Support Worker (Guaranteed Relief Hours);**

This role includes being part of a team and on a roster for planned leave including training, annual leave and other planned absences. People in this role are guaranteed a minimum offer of at least 50 hours per month, spread out evenly across the year. In this role you can accept hours in excess of the guaranteed hours in consultation with your line manager. Candidates in this role must have the flexibility and ability to be part of a planned roster. |
| **Terms & Conditions** | * Rate of pay per hour is dependent on qualifications and experience:
	+ Point 1 €15.01
	+ Point 2 €16.97
* Flexible working hours per month including sleepovers, weekends and bank holidays on a roster system
	+ Time and a half premium payment paid for Sunday hours
	+ Double time for Bank Holiday hours
	+ €7.80 allowance paid for Saturday shift
	+ €70.70 per sleepover
* The location of the work may vary within the **south Dublin** and **Kildare** area.
* Staff must be willing to work in all WALK locations
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| **Role & Responsibility** | The successful candidate will be responsible for achieving the following key outcomes:1. Ensure the human rights of the person supported is upheld to the highest standards
2. Ensure people are supported in accordance with a low arousal non-aversive philosophy
3. Ensure that a safe home environment is maintained
4. Ensure that work is prioritised so that key commitments are kept
5. Ensure that all supports are person centred and in line with the wishes of the person supported
6. Ensure that you work as a positive contributing member to your staff team and the organisation
7. Ensure that all reports are accurately completed and submitted in a timely manner
8. Ensuring that medication is administered according to the organisations policy.

\*Note: You will be responsible for delivery of other agreed outcomes as part of the Probation and Performance Development System |
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| **Competencies-– to be assessed at interview** | * Human Rights Based Approach
* Low Arousal Philosophy & Practice
* Resilience, Positive Attitude & Openness to Change
* Effective Communication & Working Relationships
* Planning, Organising & Prioritising
* Innovation, Creativity & Problem Solving
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| **Personal Profile & Criteria** | * Candidates must have a minimum of QQI Level 5 in Social Studies, Intellectual Disability Studies or similar field of study.
* Previous experience of working with people with disabilities in residential and/or day settings and of supporting them to achieve valued social roles.
* **Full drivers licence is essential**.
* Resilient character suitable to working in high stress situations which involves supporting people with behaviours of concern.
* Values and beliefs that are aligned with those of the Organisation.
* Ability to develop positive relationships with all services users including those whose behaviour can challenge.
* Flexibility is essential to adapt your approach to meet individual service user needs.
* Be highly organised and enthusiastic with a hands on, professional approach.
* Excellent verbal and written communication skills.
* Be motivated, resilient and patient
* Ability to work flexibly as a member of a team
* Good administration and IT skills
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\*This job description indicates the main functions and responsibilities of the post and is subject to review and amendment in the light of changing circumstances and may include other duties and responsibilities, as may be determined from time to time.

Depending on the job-related responsibilities and the person supported profile in some of our Supported living services, new hires for certain locations may be required to complete a pre-employment medical examination, as part of the onboarding process. The purpose of this examination is to ensure that staff can work without causing undue risk to themselves or others and to keep all employees in the workplace safe. All information submitted will be entirely confidential and we will only handle your personal data in accordance with the terms contained in our privacy statement.