



# YOUR ROLE AND JOB DESCRIPTION



**JOB TITLE:**  
Positive Behaviour  
Support Worker

**ACCOUNTABLE TO:**  
PBS Lead

The objective of this role is to work with and provide care and support to individuals with learning disabilities or complex needs, who exhibit a variety of challenging behaviours posing a range of physical and emotional challenges.

## YOUR PERSON SPECIFICATION:

- Effective practical skills.
- A warm and friendly disposition.
- Effective observational skills.
- Empathy and Approachability
- NVQ level 2 or higher in Health & Social Care.
- Willing to achieve a Positive Behaviour Support qualification.
- Willing to achieve a level 3 diploma in Health and Social Care.
- An understanding of Learning Disabilities and Mental Health issues.
- Experience that would give the post holder insight into issues in relation to working with people with a disability who exhibit challenging behaviour.
- Punctual, flexible and reliable.
- A strong team player.
- Good communication skills.

## THE KEY MEASURES:

- Attend supervisions and appraisals with the line manager.
- Complete mandatory training in line with current requirements.
- Commence a qualification in Positive Behaviour Support. Achieve
- the specific outcomes for the individuals being supported.

## YOUR GENERAL RESPONSIBILITIES:

- Ensure compliance with the company's Policies and Procedures, the CQC Key Lines of Enquiry, fundamental standards, government regulations, Environmental Health, Health and Safety Executives, Fire Safety and all other relevant regulatory bodies.
- Ensure thorough and accurate documentation is completed relating to all aspects of care and support within the community.
- Attend and participate in staff meetings and training sessions, as required.
- Take every reasonable opportunity to maintain and update knowledge, competence and skills in all areas relevant to your position.
- Report any accidents or incidents immediately to On Call.
- Ensure that each individual is treated with respect and dignity. Also, to ensure and protect the individual's right to privacy, dignity, independence and choice.
- Follow all Infection Control Policies and ensure that they are implemented correctly.

## YOUR KEY RESPONSIBILITIES REGARDING INDIVIDUALS:

- Provide direct support, including acting as Keyworker, to individuals who exhibit complex behaviours of concern, to manage the behaviour and to enable them to participate in a wide range of therapeutic and social activities.
- Participate in the implementation of Positive Behaviour Support Plans, including proactive support, and respond to triggers for risk behaviours.
- Promote the independence and develop the skills of individuals and assist with all tasks necessary to ensure positive life experiences.
- Observe and report subtle changes in behaviour, communicating any changes to the line manager and team members.
- Be involved in the assessment and management of risk, and follow risk assessments consistently to ensure the safety of the individual and members of the public.
- Have good active listening skills and the ability to use positive, calm and clear communication.
- Provide emotional support to individuals, to support them in managing their anxieties and behaviour through coping strategies.
- Record all incidents and contribute to team discussions around incident analysis and strategies.
- Work positively with other agencies, family, Support Workers, and other services to ensure a quality provision of care for individuals.
- Ensure that the living environments of individuals are clean and appropriate to meet each of their needs.
- Maintain appropriate records relating to good practice, health, safety and statutory requirements.
- Support individuals with their personal finance arrangements and ensure compliance with all regulatory requirements and company Policies and Procedures.
- Promote the benefits of, and encourage healthy lifestyle choices, such as diet and exercise.
- Encourage health promotion, such as regular health checks, dentist and doctor's appointments and health screening checks.
- Promote independence with daily activities, such as personal care, cooking, finance management where appropriate and general housekeeping.
- Not discriminate against any individual by declining to support them.
- Ensure that following any incident, if required, you arrange a debrief meeting with the Positive Behaviour Support Lead.
- Be a role model and assist any new staff member to feel confident and comfortable in their role.

## ADDITIONAL DUTIES:

It is the nature of the service we provide that tasks and responsibilities are in many circumstances variable and unpredictable. All staff are therefore expected to work flexibly when the need arises, so that tasks that may not be covered in this job description are undertaken. These additional duties will normally be to cover unforeseen circumstances or changes in work and they will normally be compatible with the regular type of work. Also, individuals supported may display challenging behaviours, in which case training will be provided to minimise these behaviours.

Received and signed by:

Signed:

Date:

Trained and inducted by:

Signed:

Date: