

Waking Night Bank Worker

Shore House and Respite @ Shore

Job Description

Ref:

Job Summary

A Waking Night Bank Worker at Shore House will provide compassionate and considered support to residents during the night hours, between 10pm and 8:30-am. They will work alongside a second member of staff to ensure that clients are well-supported, the safety and security of the service are maintained, and that reasonable noise levels are maintained.

Waking Night Bank Workers will ensure that clients have access to support throughout the night; clients may seek support at varying times of the day or night dependent on what they are experiencing. Waking Night Bank Workers will afford clients responsive and immediate opportunities to engage with support.

The Waking Night Bank Workers will assess risk, manage incidents, and provide person-centred support to ensure the safety and wellbeing of all residents throughout the night.

Waking Night Bank Workers must remain awake for the duration of the shift.

Responsible to:

- Operational Manager and through line management to the Board of Management.

Significant Working Relationships:

- a) Residents
- b) BHT Sussex staff
- c) Sussex Partnership NHS Foundation Trust
- d) Relevant statutory and voluntary agencies

Duties / Responsibilities:

Service and support tasks include:

1. To provide emotional and practical support to clients
2. To develop good working relationships with individual clients
3. To offer opportunities for clients to receive 1:1 or group support throughout the night

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4. To organise and facilitate social activities for and with clients
5. To use a non-judgemental, positive, empowering, and recovery focused approach in all client-related work
6. To provide responsive, sensitive, and proportionate support to residents in the event of incident or crisis
7. To foster a respectful and considerate atmosphere, including challenging any antisocial behaviour
8. To administer medication to clients, having received training
9. To work alongside Sussex Partnership NHS Foundation Trust and out-of-hours support and/or emergency services
10. To ensure the building and all communal areas are clean, including kitchens, and encouraging residents to take responsibility for keeping their personal space and communal areas clean
11. Regularly monitoring all areas of the premises, ensuring security and safety procedures are adhered to
12. To use the BHT Sussex client database to accurately record client-related contact and information
13. To use Microsoft Office programs including Word and Outlook
14. To work in accordance with Medication Policy and Procedure (medication training is provided)
15. To ensure any maintenance and repair issues are reported to the appropriate person
16. To adhere to BHT Health and Safety Policies

General tasks include:

17. Cleaning communal areas of the property including office space, and/or supporting residents to clean and maintain health and safety and hygiene standards
18. To attend and participate in line management supervision as required by the Manager
19. To work in accordance with BHT Sussex policy and procedure and to carry out duties with due regard to these
20. To undertake such duties appropriate to the grade and character of the work as may be reasonably required
21. To remain awake throughout the duration of the shift, including during rest break/s

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No job description can cover every issue which may arise within the post at various times and the post holder is expected to carry out other duties from time to time which are broadly consistent with those in this document.