

Job title:	Activity Worker
Responsible to:	Registered Manager
Holiday/Sickness Relief:	Day Centre Staff (where applicable)

Purpose of the Job

Sheffcare is a charity aiming for everyone to have a good day every day through:



- To promote and work within our values.
- To develop and plan care home activities, whilst considering the needs of the Residents.
- To encourage participation and support the Residents hobbies and interests.
- To work within our Code of Conduct / Behaviour Charter.

Specific Duties & Responsibilities

- To be aware of and work within charity policies and procedures ensuring that all relevant legislation is implemented.
- To plan and carry out a variety of activities within the care home, whilst considering the Residents interests, needs, abilities and preferences.
- To build good relationships with employees and relatives to gather information about Residents and their preferences.
- To plan and organise trips and outings to local attractions or community events.
- To promote and publicise all Sheffcare services.
- To ensure all equipment and materials are transported and available for Residents, including setting up as necessary.
- To advise the Registered Manager in changing existing services and on the introduction of new services, assisting with the planning and carrying out of these

services.

- To be aware of individuals needs having regard for their intellectual, social, emotional, physical and spiritual needs, considering Residents' cultural and ethnic background.
 - To promote daily living skills with Residents.
 - To assist and collaborate with catering staff to ensure individual dietary needs are met.
 - To attend and fully participate in training as required by the charity, including completing the staff induction programme.
 - To assist in buddying new staff.
 - To participate flexibly in rotas and routines as required by the charity.
 - To participate in meetings, reviews, staff development and 1:1s as required within charity policies.
 - To record information as deemed necessary by the charity through our recording systems Person Centred Software (PCS).
 - To perform any other task that fit your role.
 - To complete any other reasonable request made by a member of the management team.
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Person Specification

- Be patient and adaptable to change
- Be creative, innovative and resourceful
- Have excellent observation skills
- Be able to build trust and report
- Be non-judgmental
- Have good time management and organisational skills
- Be willing to learn and develop
- Be approachable and be able to connect and empathise

This job description indicates only the main duties and responsibilities of the post. It is not intended as an exhaustive list.