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JOB DESCRIPTION

Title: Therapeutic Activity/Art Tutor

Hours: 37

Responsible to: Manager

Salary: Plus Pension Contribution

General Duties

* To plan, organise, review, evaluate and co-ordinate therapeutic activities
* To motive and improve the quality of life for each resident and where possible, become integrated in the local community.
* To work proactively in a non-judgemental manner with issues around mental health, alcohol addiction and challenging behaviour.
* To befriend, encourage support and assist residents as described in their plans of care in connection with educational, recreational and therapeutic activities
* To provide a high level of support for the residents participating in activities.
* To provide regular oral and written reports to the Manager.
* To attend supervision meetings with the Manager
* To identify with the Manager any training needs and undergo any relevant training.
* To ensure that all therapeutic activities carried out within Mary and Joseph House and in the community meet Health and Safety legislation.

Safeguarding

To develop a culture that does not tolerate abuse, neglect and exploitation, to ensure the safety and wellbeing of our residents, accept our responsibility to protect the people who live at the House from possible abuse from all sources, which include:

* The staff and management at the House
* Volunteers working at the House
* Visiting health and social care practitioners and other official visitors
* Residents’ friends and relatives
* People who have contact with resident while they are temporarily outside the premises
* Other residents

Welfare of residents

* Regularly evaluate, monitor and record activities to ensure they meet the changing needs of individuals and group
* To assist in the maintenance of the life skills program to promote independence.
* To carry out risk assessments for each activity to ensure the health and safety of each resident taking part
* To develop warm and trusting relationships with residents and encourage them to voice their needs, views and concerns
* To encourage residents to make choices and decisions
* To support new residents in the initial 6 week settling in period
* To accept and respect residents as individuals with rights, responsibilities and basic human needs and to be respectful of their cultural and religious beliefs

Administration

* To maintain up to date records of each activity/session including residents who participated and residents who declined to take part
* To account for all expenditure, keeping records and receipts for all purchases.
* To attend and contribute to staff and residents meetings

To work within the Code of Practice for Health and Adult Social Care on the prevention and control of infections and related guidance, to work within the guidelines of Mary and Joseph House Infection Control policy to prevent and control the risk of infection

Recovery Principles:

Committed to creating a culture that reflects recovery principles and values, addressing the 7 organisational challenges and working alongside residents to ensure they are given the opportunity to have a meaningful and satisfying life

Providing residents with the resources, information, skills, and networks and support to manage their own condition as far as possible

Common Core Principles to support Mental Health

Committed to promoting *Good Mental Health* and recognize the signs of poor mental health, able to identify best practice and committed to developing knowledge & skills around the human rights act and mental capacity, able to demonstrate *key personal qualities* relevant to social care, *empathy, compassion, caring nature, honesty, consistency, integrity, friendliness, approachability, optimism, motivating other people, non-judgmental, team work*

Dignity in Care

To believe passionately that being treated with dignity is a basic human right not an optional extra. To believe that compassion must be at the heart of a truly person centered and efficient care service and to be committed to doing your bit to achieve this.

Other

* Other
* To work as part of a team.
* To be accountable by making sure you can answer for your actions or omissions
* To uphold and promote equality, diversity and inclusion
* To reflect on your work and to think about how you can improve the care and support that you provide to others. Discrimination is unacceptable and should be confronted whenever it is found, whether in your own work, or in that of others. ‘Reflective practice’ means thinking about what you or others have done, what happened as a result and whether you or they could do anything differently in future to get a better outcome
* To maintain confidentiality and the requirements of the General Data Protection Regulation (GDPR) at all times in accordance with the agreed policy.
* To undertake any other duties as seen necessary by the Management Team
* To work on day shifts and night shifts if required

To undertake any other duties as seen necessary by the Manager.

The above is not an exhaustive list of duties as the role may change from time to time to meet the requirements and objectives of the organisation as a whole

I agree to accept responsibility for the duties outlined in the job description

Date of issue: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_