
Job Description

Post Title:	Senior Pastoral Care Staff
Role:	To be part of a team which creates and maintains a culture that is inspiring and positive and so generates trust, hope and optimism, for now and for the future.
Salary:	NJC 26-31 currently £21,412 - £25,320
Responsible to:	The Registered Manager and Deputy Manager.

General Requirements

- To attend, and contribute to reports for, Reviews and Case Conferences as required.
- To take part in sleep-in duties, as required, for which payment will be made.
- To be responsible for the welfare of individual children by acting as their pastoral care worker.
- To keep appropriate records and documentation as necessary.
- To assist in the transportation of children where required.
- To liaise with outside agencies and to have contact with young people's families or those with parental responsibilities.
- To take part in staff development and training programmes as required.
- To operate within the policies and practices of TheSPACE, which are in accordance with current legislation.

And for our young people:

- To ensure a basic right to safety and security.
- To maximise individual potential and provide opportunities for success.
- To provide care and education to the highest standard.
- To encourage emotional, intellectual, social and spiritual growth.
- To help to transform attitudes and behaviours which are dysfunctional or anti-social.
- To ensure a healing experience and provide a platform for recovery.
- To develop and encourage a sense of enjoyment, affection and shared community and organise activities that contribute to the 24 hour curriculum.

To undertake any such other duties as may reasonably be required by the Registered Manager.

Specific Responsibilities

- ❑ To take overall responsibility for the school at certain times as per rota.
- ❑ To ensure correct procedures and routines are followed.
- ❑ To be responsible, in conjunction with line managers, for the induction of new staff.
- ❑ To supervise basic grade Residential Social Work staff.
- ❑ To assist the Registered Manager in educating and implementing staff development and training.
- ❑ To cover in the absence of the Registered Manager or Deputy.

Conditions of Service

- ❑ Stakeholder pension scheme – 3% employer contribution.
- ❑ Sickness payments are made in accordance with the General Conditions of Service.
- ❑ The annual leave entitlement is 11 weeks inclusive of statutory, extra statutory and general national holidays plus 5 duvet days.
- ❑ The working week for full-time staff, will consist of 43 hours on a rota basis.