

Job Description

**Job Title:** Positive Behaviour Support Lead

**Location:** St Elizabeth’s Centre

**Responsible to:** Head of Therapy and Positive Behaviour Support

**Key working relationships:** Nursing Team

Residential and Educational Staff

Therapy Team

**Hours:** 37.5 hours per week, working hours will be flexible to meet the needs of the service.

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| **OUTLINE OF ROLE** |  |
| 1. To develop a strategic direction and deliver the operational impact of the team in collaboration with the Head of Therapy and Positive Behaviour Support. 2. Oversee and manage the budget for the team. 3. Work with adult and children’s services to co- develop an effective delivery of services including a waking day curriculum and adult skills development program. 4. To lead the development and implementation of Positive Behaviour Support Plans within the service, working closely with staff teams and service users to ensure these deliver positive outcomes and result in a reduction in complex behaviour. 5. To provide training and development of all staff regarding positive behaviour management. 6. Provide professional supervision, including practicum for team members as required. Supporting in ongoing study and professional development. 7. To be responsible and accountable for the day-to-day line management of assistants, practitioners and the provision of behaviour support. 8. Lead the team according to the strategic needs of the organisation as a whole. 9. To be a role model and therapeutic lead for the assessment and support of learners and residents. 10. To provide or oversee the written contributions for annual reports (behaviour support plans, risk assessments and incident analysis) for identified learners and residents and attend consultations with parents and other professionals. 11. To support staff and parents in their interactions with Learners and residents, attending and chairing multi disciplinary meetings, attending education and care review meetings, conducting debriefs and reflective practice sessions, 1:1 specialist supervision as required. 12. To formulate behaviour support plans using functional behaviour assessment tools | |
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| **Clinical**   1. To be responsible for safeguarding and high quality of provision to all Learners and residents. 2. To strive to improve and develop behaviour support services and to create an environment in which excellence in care support and independence flourishes. 3. To accept responsibility for the day-to-day management of high profile cases and to oversee the case management of identified Learners and residents. 4. To ensure effective management of caseload and to maintain high standards of practice, making referrals to other professionals and agencies as deemed necessary. 5. To work closely with the MDT to provide a holistic service to all learners and residents. 6. Demonstrate professional leadership and provide ‘hands on’ support and guidance to support positive staff practices and attitudes. 7. The role of Expert Coach and professional supervisor. 8. To be professionally responsible and accountable for all aspects of your work including assessment, intervention, evaluation of outcomes, equipment use, resources and documentation. 9. To be responsible for assessment, formulating and overseeing individual behaviour support plans risk assessments, incident analysis, reviewing and evaluating effectiveness for identified Learners and residents. 10. To ensure that full and accurate documentation is kept regarding Learners and residents in line with legal, local, national and professional guidelines. To ensure that accurate information is recorded in the appropriate format. 11. To audit and evaluate behaviour support services, leading to identifying appropriate service development, improvement and maintenance of standards of care to effectively manage change. 12. To ensure protocols/ guidelines are implemented, founded on evidence-based practice and in accordance with professional, local and national guidelines. 13. To ensure mental capacity assessments are conducted in line with legislation. 14. To ensure effective communication (verbal and written) is maintained with the individual and those within the support network. 15. To ensure appropriate use of risk assessment and to take appropriate action when risk is identified. To monitor the safety and safe use of all equipment used during group therapeutic sessions.   16. To provide a high standard of expertise within a therapeutic approach, de-escalation, reflection and incident management and to disseminate and share these skills with other staff.  17. To lead on planning and implementation of reducing restrictive behaviour management approaches.  18. To identify and order (within defined budgetary limits), required resources for group sessions and training events.  19. Facilitate effective teamwork within the service and maintain open dialogues with internal team members and external stakeholders to provide a high quality service at all times.  20. To work collaboratively with the management team to assist staff teams who are supporting people with risk behaviours.  **Research and Service Evaluation**   1. To utilise theory, evidence based literature and research to support evidence based practice in individual work and work with other team members. 2. To analyse and present information regarding behaviour statistics to all relevant stakeholders when required.   **Teaching and Training**   1. To continue to develop skills and knowledge and to be responsible for own Continuous Professional Development. Identifying learning needs within own CPD and appraisal meetings 2. To show a high level of theoretical knowledge, underpinning practice and to support the ongoing professional development of behaviour support staff. e.g. through teaching, supervision, in-service-training, peer review etc   **This is not an exhaustive list of duties and responsibilities, and the post holder may be required to undertake other duties which fall within the grade of the job, in discussion with the manager**  **Health & Safety**  In carrying out the tasks in this job description you have a duty (under Health & Safety legislation) to take reasonable care for the health and safety of yourself and that of others. This implies taking positive steps to understand the hazards in the workplace, to evaluate and take action to reduce the risks. It is expected that you comply with safety rules and procedures and to ensure that nothing you do, or fail to do, puts yourself or others at risk. | |

The duties and responsibilities defined in this job description may change in time with the agreement of the post holder and the line manager.

**Other**

St Elizabeth’s Centre is committed to safeguarding and promoting the welfare of children, vulnerable adults and young people. The successful applicant will be required to undertake an enhanced disclosure through the Disclosure and Barring Service. St Elizabeth’s is proud to be recognised as an Investor in People and to hold Disability Confident status. We are an equal opportunities employer welcoming applications from across the community.

Some of our positions involve regulated activity relevant to vulnerable children, adults and young people. It is a criminal offence for people who are barred from working in regulated activity to apply for roles that require them to work unsupervised with that particular group. Our vacancies are exempt from the Rehabilitation of Offenders Act 1974.