

**JOB DESCRIPTION**

**JOB TITLE REPORTS TO**

Positive Behaviour Support Advisor Positive Behaviour Support Team Lead

**1. JOB PURPOSE**

Working with the direction and support of the Positive Behaviour Support Team Lead and alongside clinical colleagues, including the Consultant Clinical Psychologist, the Positive Behaviour Support Advisors role will involve working with adults and young people with neurological conditions, with or without learning disabilities, including autistic spectrum disorders to both proactively and reactively assess and manage behaviours which challenge.

To ensure that the care delivered and service provided is:

* **Safe**
* **Effective**
* **Caring**
* **Responsive**
* **Well led**

And fully compliant with all:

* Legislative, statutory and regulatory requirements
* Internal policies, procedures, and guidelines
* The highest standards of service delivery, corporate culture and personal values

**2. PRINCIPLE ACCOUNTABILITIES**

**2.1** **To ensure the service and organisation is SAFE**

* In accordance with David Lewis policies, be familiar with and regularly refresh knowledge of the Aspects and Indicators of Abuse in relation to the protection and safeguarding of children/young people and vulnerable adults and to report all concerns, suspicions, allegations and incidents to the Lead Person without delay.
* Ensure that all health and safety responsibilities are discharged to protect the health and safety of self, employees and comply with best practice and legal requirements.
* To act in accordance with David Lewis policies, national guidance and legislation to ensure that practices are safe and ethical and restrictive practice is appropriate and proportionate to individual need.

**2.2 To ensure the service and organisation is EFFECTIVE**

* Undertake psychological or behavioural assessment and psychological or behavioural interventions under the supervision and guidance of senior clinical colleagues.
* Undertake functional assessment and analysis of challenging behaviours and use findings to inform positive behaviour support plans and risk assessment.
* Implement, monitor, review and adapt strategies within positive behaviour support plans.
* Produce clear and informative written reports and summaries of work as required.
* Develop positive working relationships across all services, as well as agreed external agencies.
* Understand and support audit process as required.
* Proactively seek feedback from care staff on the delivery of the service.

**2.3 To ensure the service and organisation is CARING**

* Be aware of and deliver the fundamentals of care effectively.
* Treat all service users with kindness, respect, compassion and dignity to enable co-productivity. Recognise when they are anxious or distressed and ensure the service user and staff are appropriately and safely supported.
* Respect the service user’s right to confidentiality while taking into consideration the safeguarding principles.
* Proactively seek feedback from service users on the delivery of the service.
* Promote and support awareness of cultural diversity and to ensure that bullying, harassment and intimidation are not tolerated.

**2.4 To ensure the service and organisation is RESPONSIVE**

* Working under the direction of the Positive Behaviour Support Team Leader to contribute to the ongoing support needs of the client group, including liaising with families, carers and professionals.
* Support and deliver bespoke training as required.
* Pro-actively manage caseload and demonstrate the ability to prioritise and completed tasks based on level of risk.
* Assist with any other Ad Hoc duties required to respond to the changing needs of the organisation and the people we support.

**2.5 To ensure the service and organisation is WELL LED**

* Work with care staff to model positive behaviour support plans and ensuring the team understand what is required.
* To receive regular supervision from the Positive Behaviour Support Team Lead and/or Clinical Psychologist.
* To undertake training and further professional development as required

**3. PERFORMANCE MEASURES**

* Team Lead satisfaction with quality of work produced, competence level, all measured by feedback, performance appraisals and ongoing performance management
* Complete PBS Competency Framework
* Quality of relationships with Service Users, families, staff and other professionals, measured by feedback and observation
* To work with the PBS team to ensure the service meets agreed business KPIs e.g. attendance at training and supervision
* Compliance with Care Quality Commission inspections

1. **KEY COMPETENCIES**

* Knowledge of behaviour assessment(s) appropriate to the population of service users
* To formulate behaviour support plans and interventions
* To successfully contribute to appropriate clinical meetings once behaviour assessment has been completed
* Excellent inter-personal skills to contribute to multidisciplinary team working
* Excellent verbal and written communication skills
* ICT competent e.g. able to use PowerPoint, word, excel, iCare, & emis(iCare & emis training will be given on site)
* Time management and prioritisation skills
* Planning & organizing

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1. **KNOWLEDGE, SKILLS AND EXPERIENCE**

* Working towards, or willing to complete Professional Diploma in Positive Behaviour Support – to be completed within 12 months (essential)
* Experience of working with people who display behaviour that challenges (essential)
* Experience of working in the field of learning disability (desirable)
* Experience of working as part of a multi-disciplinary team (desirable)
* A degree level qualification in Psychology or equivalent (desirable)

**Disclosure and Barring Service (DBS) Checks**:

This post, due to its nature, duties and responsibilities, will be subject to a check by the DBS. The level of check which will apply shall be an “Enhanced” level check. Information about this disclosure can be found at [www.gov.uk](http://www.gov.uk).

To prevent abuse and implement good practice David Lewis ensures that recruitment practices are robust and rigorous and that all staff employed have up to date and acceptable references, a full and complete employment history, an Enhanced DBS check and a check of the DBS barred lists.