



# Day Services Support Worker – Arts and Crafts Maternity Cover

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Contract: Fixed Term 12 months – £13.45 per hour

Reports To: Craft Workshop Senior Support Worker

Hours: 30 hrs. per week 8.30 to 4.30 Tuesday to Fri

## Purpose of the Role

To provide high-quality, person-centered support within creative day opportunity workshops for adults with learning disabilities and autism. The role focuses on enabling participation, skill development, and meaningful engagement across arts, crafts, textiles, and pottery activities.

## Key Responsibilities

- Work collaboratively with colleagues and volunteers to ensure all workshop activities are delivered to a high standard.
- Support and guide service users in a range of creative activities, including arts and crafts, ceramics, hand weaving, and textiles.
- Assist in planning and preparing projects alongside the Workshop Coordinator, ensuring activities are accessible and tailored to individual abilities.
- Support individuals to set achievable goals and monitor, record, and review their progress and outcomes.
- Enable service users to create a variety of products for display and sale, contributing to achievement records and reviews.
- Maintain a safe, secure, and inclusive working environment in line with CMKC policies and procedures.
- Ensure workshops and storage areas are clean, organised, and maintained to a high standard of health and safety.
- Oversee the workshop.

- Provide support with personal care or medical needs in line with individual risk assessments and support plans.
- Ensure that all tools, equipment, and materials are used and maintained safely, complying with COSHH regulations.
- Manage and store stock effectively to maximise the lifespan of resources.
- Record and report all incidents, accidents, or concerns in accordance with CMKC procedures.
- Support service users in other settings or community-based activities when required.
- Contribute to community projects, events, and inclusive celebrations.
- Undertake additional duties as required.

## Person Specification

### Essential Criteria

- Experience or training in at least two of the following: arts and crafts, pottery, textiles and sewing.
- Understanding of person-centred support
- Knowledge of equality, diversity and inclusion
- Basic IT skills
- Ability to engage adults with learning disabilities
- Good communication skills
- Ability to work independently and within a team
- Commitment to safeguarding and professional boundaries

### Desirable Criteria

- Care Certificate or Level 2 qualification
- Qualification in Art and Craft, textile or ceramics.
- Experience in social care settings
- Knowledge of safeguarding, risk assessment and health & safety
- Understanding behaviours that may challenge
- Experience supporting creative projects

### Personal Qualities

- Compassionate and patient
- Flexible and adaptable
- Committed to person-centred values
- Willing to undertake training and development