



# Role Profile

Care Home Dementia Family Carer Support Facilitator			
Reference No.	A5006	Type	Individual
Service	Older People's Services, Residential and Day Services		
Job Family	Care 5	Grade	FC6

Purpose
To assist the Team Manager and the Unit Managers with the development of the Dementia Strategy in Older Peoples Services, Residential Care Homes. To coordinate and facilitate dementia support groups across the Service to support family carers. To network, liaise and create links with other professionals as community resources as required.

Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:
Based in Fife Councils care homes operated by OPS Residential this role will work under the direction of the Unit Managers and Team Manager to develop the dementia strategy within the Service, with the main aim to work closely with family carers.
To provide support family carers, coordinate and facilitate dementia support groups across OPS Residential Services. Facilitate good conversations and peer support amongst support group members.

Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility	E	D
Educated to SCQF Level 6 which includes SVQ level 3 or equivalent or the willingness to work towards.	✓	
Good working knowledge of OPS Residential service, it's policies and procedures and it's systems	✓	
IT skills and the ability to work with Fife Council digital systems	✓	
Good communication skills and evidence of experience in supporting family carers and running Dementia support groups.	✓	

E = Essential Criteria D = Desirable Criteria

## Role Profile

<b>Task or Responsibility</b> - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	<b>Person Specification: Skills, Knowledge, Qualifications or Experience</b> - Criteria can apply to more than one task or responsibility	<b>E</b>	<b>D</b>
	Knowledge of local support organisations and how to contact them.  Ability to provide a regular and effective service	✓  ✓	
Providing positive support and encouragement for people to make their own choices and decisions in all aspects of their daily lives.	Communication skills	✓	
Providing flexible support enabling people to access activities and achieve their personal outcomes. To signpost family carers to other supports within the local community.	Ability to be innovative and creative (Focus on customers)  Ability to work in a flexible way	✓  ✓	
Contributing to a range of social, recreational and educational activities aimed at providing a stimulating environment through person centred working, fully respecting the wishes and opinions expressed by service users and their family carers or advocates and promote independence and social inclusion	Ability to engage with service users (Take ownership)  Ability to work with minimal supervision	✓  ✓	
Linking with other providers, statutory and voluntary agencies, including health, to develop positive working relationships compiling information on other relevant and available community resources.	Organisational skills  Ability to manage and prioritise workload.  Experience of making effective decisions  Ability to travel throughout Fife	✓  ✓  ✓  ✓	
Actively promoting and ensuring a high standard of care practice in accordance with National Care Standards, ensuring individuals are treated in a respectful and dignified manner at all times	Experience with Fife Council policies, procedures and guidelines, Code of Conduct and SSSC Code of Practice	✓	
Keeping accurate records of outcomes focused support planning and review for the people whom you support	Literacy skills Basic IT skills (Embrace technology & information)	✓	

E = Essential Criteria    D = Desirable Criteria

## Role Profile

<b>Task or Responsibility</b> - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	<b>Person Specification: Skills, Knowledge, Qualifications or Experience</b> - Criteria can apply to more than one task or responsibility	<b>E</b>	<b>D</b>
Undertaking relevant training, taking ownership and being responsible for own continuous professional development, ensuring all required mandatory training and development needs are met within the required timescales.	Ability to evidence Continuous Professional Development	✓	
Undertaking all other duties as required for the role. Duties will be in line with the grade.			

**Additional tasks or responsibilities** – this is a generic role, however this particular job may also require you to undertake the following:

<b>Task or Responsibility</b> - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	<b>Person Specification: Skills, Knowledge, Qualifications or Experience</b> - Criteria can apply to more than one task or responsibility	<b>E</b>	<b>D</b>
-----------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------	----------	----------

<b>Job Title (Specialists Tasks)</b>			
N/A			

**Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required**

**Before confirming appointment:** You may be required to obtain PVG scheme membership or a Disclosure check. Please refer to the job advert for clarification of the specific requirement.

<b>Additional Information</b> – the following information is available:	<b>Expected Behaviours</b>
<ul style="list-style-type: none"> <li>• Skills Framework (if applicable)</li> <li>• <b>How</b> we work matters</li> </ul>	<p>Every council employee is expected to lead the way by making decisions and behaving in ways that uphold our community commitments and values.</p> <p>Please refer to How We Work Matters Guidance to learn more.</p>