###### Job Description : Stroke Key Worker

#### **Hours per week**  Full & Part -time posts

**Salary** £ 24,877 per annum pro rata

**Location** Home based; Various roles covering Bristol and/or South Glos. Occasional attendance at the office in the Gatehouse Centre, Hartcliffe, BS13 9JN.

**Accountable to**  Operations Manager

**Job summary** ● To provide individual and group support to

 stroke affected people, their partner/carer and family.

● To deliver communication workshops to stroke affected people

● To form part of the multi disciplinary Integrated Stroke Service, supporting people through their recovery and guiding them through services.

**Context** This is an exciting role to play an integral part in the delivery and development of a stroke key worker service as part of the reorganisation of Stroke services in the region. We have a number of full and part time roles and are open to discussion regarding hours.

The post holder must be prepared to work flexibly to include some unsocial hours.

Must have access to a car or be able to efficiently travel across the patch

##### Contract This is a permanent contract, subject to 6 months’ probation

##### Main duties

* To provide a confidential family support service to all those affected by stroke with the aim on enabling them to adapt to life after stroke.
* To undertake holistic assessments and screenings to assist people to identify their needs and provide support to achieve their desired outcomes.
* To offer a responsive range of support options – phone, email, home visits and virtual – in line with client need
* To signpost individuals to relevant services that may be helpful for them in the local area and to help them navigate through systems and services to overcome any barriers they may have
* To assist in the completion of 6-month reviews
* To liaise with local NHS services acting as a point of contact within the integrated stroke team and attending MDT’s
* To provide support for groups and help to facilitate groups, such as our monthly stroke café and our communication workshops for people with Aphasia.
* To provide In Reach support at stroke units across the region
* To contribute to the development of the new service by supporting the continuing improvement and effectiveness processes and delivery.
* To keep accurate records of work using the organisation’s client record database or other partner record systems as required.
* To help with support of volunteers in various roles.
* To be prepared to participate in fund raising events and assist with training.
* To undertake all duties in a way that values others, does not discriminate and promotes equality.
* To attend monthly team meetings and engage in regular supervision.

The job description may be subject to review and negotiated change. It is intended to contain sufficient flexibility to incorporate the special interest of the post holder and development of the role.

**Person Specification** E = Essential D = Desirable

**Qualifications:**

* The applicant must hold a professional health or social care qualification and/or counselling qualification at diploma level or equivalent work experience . E

**Experience:**

* Experience of supporting people within health & social sector E
* Experience of working with stroke D
* Experience of working with people with Aphasia D
* Experience of working with volunteers D
* Experience of working with groups D

**Skills:** All essential

* Ability to assess and analyse complex problems and make appropriate responses
* Good leadership and interpersonal skills
* Excellent communication skills both verbal and written
* Ability to work independently and as a part of a team
* Ability to manage a diverse caseload, prioritise needs and manage own time
* Basic IT skills and experience (Microsoft office, outlook, Word, Powerpoint)

**Personal skills**: All essential

* Good social skills
* Compassionate and empathetic
* Enthusiastic and inspiring
* Flexible and creative
* Self motivated
* Able to engage others
* Dynamic