



JOB TITLE: Dementia Worker

RESPONSIBLE TO: Service Manager

LOCATION: Dementia Support Service

HOURS OF WORK 21

SALARY: Actual £16,748 FTE 35hrs (£27,914) plus pension contributions and cash health plan

JOB PURPOSE: To provide personalised support and guidance for people living with memory loss or a diagnosis of dementia and their caregiver/s. Signposting to other relevant support where appropriate and as agreed with the service user/s. To offer structured interventions to enable individuals to understand and better manage their own / others condition, maintain independence and promote well-being. To develop and maintain strong links with other internal and external professionals and agencies to provide a responsive and effective service that consistently delivers positive outcomes for people in the Salford area.

PRINCIPLE DUTIES AND RESPONSIBILITIES:

1. Conduct telephone and face-to-face assessments for individuals referred into the Dementia Support Service and manage own caseload.
2. Provide person-centred, dementia-informed support and structured interventions to promote independence and wellbeing via needs assessments and support planning with agreed outcomes
3. To develop and maintain extensive professional networks with partner organisations to continuously raise the profile of the service.
4. To support and enable those referred to the service to navigate and access other appropriate services and resources, ensuring contact is made with the right individual / agency as agreed.

5. Assist to facilitate Dementia Support Service weekly social groups as and when necessary, to support the overall continuity of service delivery across Salford.
6. To plan, coordinate and deliver Dementia carer workshops across the Salford area undertaking regular evaluation to review effectiveness and inform the continuous development of the programme.
7. Maintain accurate records using a database system “Salesforce” and other IT systems
8. To take responsibility for own and others health and safety, promote safe working practices and undertake risk assessments where necessary and ensure compliance with all other organisational policies and procedures
9. Actively participate in team meetings and supervisions and take responsibility for ongoing learning and development.
10. Safeguarding adults at risk is essential to the job role. This includes working within local and national policies to safeguard individuals and their families
11. Maintain clear, open communication and keep the Service Manager fully informed
12. Contribute to the evaluation and monitoring of service delivery ensuring comprehensive record keeping and systems management submitting data in accordance with organisational policy and other external requirements
13. Ensure that the service is inclusive and responsive to the diverse needs of individuals and communities, promoting equality, dignity and respect always
14. Contribute towards service improvements, embracing change, and finding solutions to daily challenges in delivering care to people with dementia
15. Support organisational activity, including service promotion, outreach events, volunteer engagement, fundraising and all other duties in line with the role and the mission of Age UK Salford and Trafford
16. To undertake any other tasks, duties or projects as required which are relevant to the role

PERSON SPECIFICATION – Dementia Worker

The following requirements will be assessed from a combination of information provided from the application form, panel interview process and references:

Criteria	Essential	Desirable	Assessment
Qualification in health, social care or community work NVQ Level 2 or equivalent	✓		Application Form
Degree or higher-level qualification in a related discipline		✓	Application Form
Experience of working in the statutory, voluntary or private health and or social care sectors	✓		Application Form / Interview
Experience supporting older people, including those living with dementia in a paid or unpaid capacity	✓		Application Form / Interview
Experience of undertaking risk/needs assessments and support planning processes and monitor outcomes	✓		Application Form / Interview
A sound understanding of the needs of people living with dementia and their carers	✓		Application Form/Interview
Experience of multi-agency working	✓		Application Form/Interview
Strong interpersonal and communication skills	✓		Interview
Ability to assess needs, coordinate support, and monitor outcomes	✓		Application Form / Interview

Excellent organisational skills with ability to work on own initiative	✓		Application Form/Interview
Confident using IT systems and maintaining accurate records and using a database system	✓		Application Form/Interview
Ability to evaluate and reflect on own practice and contribute toward continuous service improvement	✓		Application Form/Interview
Commitment to equality, diversity, and inclusive service delivery	✓		Interview
Awareness of safeguarding policy and procedures	✓		Application Form/Interview
Experience of delivering structured groupwork		✓	Application Form/Interview
Ability to work as part of a dynamic team	✓		Application Form/Interview
Willingness to travel across Salford and occasionally beyond	✓		Application Form/Interview
Full UK driving licence and access to a vehicle		✓	Application Form

