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| **Job Description**  **Behaviour Support Specialist and Practice Support Team Lead** |
| **Introduction**  Autism Initiatives is committed to working in partnership with the people we support, their families, commissioners and others to provide a personalised, Autism specialist service that makes a positive difference to the lives of Autistic perspective.  All staff are expected to:   * Work in the context of Autism Initiatives’ Vision, Mission and Philosophy and use our ‘Five Point Star’ approach to support people in achieving their goals. * Work to develop their abilities in line with the Autism Initiatives Competency Framework. * Recognise the strengths and abilities of the people who access our services and support our shared belief in lifelong learning. * Adhere to the Autism Initiatives’ Code of Conduct, showing a high degree of professionalism, resilience, and a willingness to remain committed during particularly demanding times. * Observe all legal and procedural requirements in relation to data management and confidentiality e.g. adherence to GDPR (General Data Protection Regulation) and internal data management policies. * Adhere to all safeguarding requirements and any procedures aimed at the protection of adults at risk. |
| **Location**   * Based within Newtownmountkennedy, Co. Wicklow.      * The Positive behaviour support specialist and Practice Support Team lead will be expected to visit services across the region. |
| **Line Manager**  Practice Support team manager and Operational Director. |
| **Clinical**   * Developing collaborative and positive relationships with the people we support, staff teams and families in line with AI’s values and person-centred practice. * Work in partnership with managers, staff, families, HSE colleagues including clinical / multi-disciplinary teams, to complete detailed behaviour assessments for people referred to and/or supported by our services. * Work in partnership with Transition manager to develop Positive behaviour support plans for all new referrals and assist in assessments of referrals when required. * To support the assessment of new referrals in relation to understanding the Autistic person and each person’s autistic perspective and to support planning to identified behaviours of concern. * Work in partnership with key internal and external stakeholders to develop, implement and review effective PBS Plans (Environmental, Communication and Sensory Assessments, use of visual communication strategies and use of alternative communication systems) which enable the people we support to participate in their communities and live the lives they choose. * Provide Autism specialist advice, guidance and ‘trouble shooting’ in relation to the effective implementation and review of PBS Plans. * Enable the people we support, staff teams and families / carers to identify and progress solutions to enable individuals we support to safely engage in positive risk taking and address challenges in their lives. * Support service staff teams and managers to review and evaluate progress against individual and/or service recommendations made by the Practice support team (PST). * Collate and provide clear analysis of quantitative and qualitative data to inform PBS plans and produce organisational reports to ensure the effective oversight of PBS within services and across the organisation. * Provide Post Incident support, as appropriate, to other team members and staff / managers in services who have been involved in behavioural incidents.   **Support to services including Training, Coaching and Mentoring**   * Work with managers and staff teams to provide on-site coaching and mentoring in preparation for new people being supported by our services and, when required, for individuals we support during times of change and/or challenge. This will include working directly with the people we support modelling the implementation of PBS plans to staff. * To coach and mentor instructors and other staff in order to: * Develop an understanding of the differences associated with Autistic perspective and to use this knowledge to inform our understanding of what people may say or do and of our support approaches. * Complete and use Autism Initiatives practice documentation to support our understanding and support to autistic people. * Provide support and follow up any support provided to ensure that the agreed approaches are embedded. * Support the PBS Coordinator to ensure that the organisational approach to PBS is structured and guidance and best practice is reflected in our practice. * Support the PBS Coordinator to develop accredited / certified training and development programmes and materials for staff teams, the people we support and families, that reflect best practice. * Provide planned and short notice support, including hands-on support, to service teams as they work through crisis situations. * Assist the PBS Practice Manager in the review and development of relevant policies, procedures, guidance documents and associated training materials. * To support the review of incidents and behaviour of concerns of people supported, including direct support and/or coordinating the right support from other practice leaders and/or instructors, support to analysis of incident reports and action to support reduction of risk of further incidents. * Work closely with the local H&S lead to review accident reports and themes and to agree measures to reduce the likelihood of further accidents occurring and minimising risk. * To set up and manage a system where services may request PBS/Autism practice advice and support and to ensure that services know when and how to make contact to request support. * To work closely with our Quality Assurance systems to identify and respond to weaknesses in autism practice and contribute to the development of Service Improvement plans, alongside the Area Managers and wider team.   **Professional Practice**   * Take part in relevant learning and development courses / activities, and maintain your own mandatory training as required. * Keep up to date with the latest research and best practice developments in relation to PBS support and identify its application to our work. * Take part in clinical supervision with your Clinical Supervisor. * Take part in practice support and performance review with your line manager. * Read, understand and follow all policies, procedures and guidance, keeping up to date with any changes. * Work at all times in line with Autism Initiatives policies and procedures * Maintain a high level of professionalism at all times in line with Autism Initiatives Code of Conduct. * To have awareness of own professional knowledge boundaries and use this to recognise when additional support is needed. * To use reflective practice to develop own approaches. * To maintain and develop own knowledge of the differences associated with autism and how to understand the autistic perspective. * To at all times be approachable, respectful and supportive recognising the importance of good interpersonal skills and communication.   **Local responsibilities:**  Supporting the AI PBS and good autism practice culture:   * To lead on the development of good autism practice by attending and contributing to AI practice related forums such as Autism Practice Discussion Forum and then leading the local dissemination of learning. * To support local implementation of the Strategic Aims relating to autism practice and PBS. * To lead on the development of a shared understanding of Positive Behaviour Support and how this at all times is informed and supported by our understanding of good autism practice. * To co-ordinate and oversee local PBS and Autism practice support, ensuring compliance with relevant legislation and local statutory, regulatory and contract requirements. * To effectively coordinate support which enables services to work within the Autism Initiatives way, using an understanding of the 5-point star and a focus on thinking to understand the perspective of the people supported.     **Use of data and reporting:**   * To lead on the coordination of the region’s effective completion of and use of the Monthly Practice Return. * To provide monthly reporting toNational/Operational Directors, and the SMT, and the Group PBS and Autism leads as required. * To recognise gaps/weakness in practice and respond appropriately to these at an individual, service or local level, informing the Operational Director and the Autism Practice Lead, so that learning about weaknesses and gaps and the response to these may be shared. * To use the Monthly Practice Report (MPR) to ensure best use of local PBS resources including local instructors, i.e. to ensure that support is provided where and when needed and that the support has a positive impact, and that further advice or support is sought as needed. * To use the MPR Report Monthly reporting or other systems to ensure that people supported with identified complex health and other complex needs, receive regularly reviewed appropriate support to these needs. * To manage a central record of Personal Protective Equipment and Person Specific Interventions used within services, in order to support and ensure regular review and therefore the removal of PPE and/or person specific physical interventions as soon as safe to do. * To have an overview of restrictive practices used in services and use monthly reporting (and other systems as needed) to ensure restrictive practices are appropriately authorised and to support regular review of these as needed so that the least restrictive practice is used at all times   **Support to compliance with insurance requirements:**   * To undertake reviews of any incidents including gathering relevant information, producing a report and action plan in conjunction with the health and safety officer and area manager. |

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| **Person Specification** |
| **Positive behaviour support specialist and practice support lead** |
| **Experience**   * Minimum of 2 years working with Autistic adults. * Minimum of 2 years facilitating Positive Behaviour Support for assessment, plan development, implementation and evaluation.   **Education**   * Relevant primary degree in a health science area (e.g., psychology). * Master’s Degree (Level 9) in a Behavioural/Psychology Related Science.   **Other**   * Excellent ICT skills. * Registration with a relevant professional body in Ireland. * Eligibility to work in Ireland, with a clean driving license and access to a car |
| **Essential**   * Ability to work together with Autism Practice Support team practitioners, staff teams, people supported and their families. * Strong role model, with the ability to influence and embed good autism practice * A good working knowledge of the differences associated with autism and how to support Quality of life with autistic people. * The ability to act on auditing data to contribute to the delivery of innovative, flexible, caring, responsive and safe services * A sound knowledge base of The Autism Initiatives Way and current legal frameworks and guidance relating to Assisted Decision Making and the HIQA standards. * Excellent written and verbal communication skills * Good IT skills in order to support good record keeping * Ability to train staff and cascade key messages * Willing and able to travel throughout the [Northwest of England] on occasion. |
| **Desirable**   * PBS instructor status. * Relevant qualification in Behaviour support. * Training and coaching experience, skills and qualifications * Management/Supervisory experience * Knowledge of Trauma informed care. * Experience/training in designing and delivering sex/relationship education for Autistic people with intellectual disabilities.’ |