

## Project Worker Payscales



As a sign of recognition of the experience and skills of our staff, we have a payscale in place for the role of Project Worker. This consists of three pay points: PW<sub>1</sub>, PW<sub>2</sub> and PW<sub>3</sub>. Upon being successfully appointed, all Projects Workers have been assessed as meeting the requirements for PW<sub>1</sub>, which are highlighted in green in the table below. The red and blue boxes indicate the criteria that need to be met to move up the scale to PW<sub>2</sub> or PW<sub>3</sub> respectively. When a Project Worker feels they have demonstrated the required skills whilst working with us and would like to take on the extra responsibility required, they are able to apply to be promoted to the desired paypoint using the relevant form. If a Project Worker would like the opportunity to develop their skills in any area, they are encouraged to discuss this during supervision and the appropriate support and guidance will be put in place to assist them.

	PW <sub>1</sub>	PW <sub>2</sub>	PW <sub>3</sub>
<b>KNOWLEDGE, EXPERIENCE AND SKILLS</b>	<ul style="list-style-type: none"> <li>Minimum of one years' experience working with children &amp; young people (C&amp;YP) with disabilities.</li> <li>Experience of working in both a group setting and 1:1.</li> <li>Experience of working positively in partnership with parents.</li> <li>Knowledge and understanding of safeguarding.</li> <li>Ability to work well under pressure and with motivation, enthusiasm and commitment.</li> </ul>		
<b>CHILDREN AND YOUNG PEOPLE (C&amp;YP)</b>	<ul style="list-style-type: none"> <li>Ability to work effectively with a diverse range of C&amp;YP who attend the service with guidance and occasional assistance from a senior member of staff if necessary.</li> <li>Ability to provide support to C&amp;YP on 2:1, 1:1, 1:2 or small group basis.</li> <li>Ability to assist C&amp;YP in meeting their daily living needs.</li> <li>Ability to facilitate the participation of C&amp;YP in activities.</li> </ul>	<p><b>Same as PW<sub>1</sub>, plus:</b></p> <ul style="list-style-type: none"> <li>Ability to work effectively with a diverse range of children who attend the service; independently and confidently following recommended strategies and behaviour plans for each individual.</li> </ul>	<p><b>Same as PW<sub>1</sub> &amp; PW<sub>2</sub>, plus:</b></p> <ul style="list-style-type: none"> <li>Ability to work effectively with all the children who attend the service; independently developing and utilising appropriate strategies for each individual.</li> <li>Ability to be the lead when working with a child who requires 2:1 staffing and guide another staff member.</li> </ul>
<b>CHALLENGING BEHAVIOUR</b>	<ul style="list-style-type: none"> <li>Ability to effectively and independently manage non-physical challenging behaviour (e.g. non-compliance, swearing).</li> <li>Ability to effectively manage low to moderate level physically challenging behaviour with guidance and occasional assistance from a senior member of staff.</li> </ul>	<p><b>Same as PW<sub>1</sub>, plus:</b></p> <ul style="list-style-type: none"> <li>Ability to effectively manage moderate to high level challenging behaviour with guidance and occasional assistance from a senior member of staff.</li> <li>Ability to complete Team Teach techniques* with minimal guidance from a senior member of staff.</li> </ul>	<p><b>Same as PW<sub>1</sub> &amp; PW<sub>2</sub>, plus:</b></p> <ul style="list-style-type: none"> <li>Ability to independently and confidently manage frequent high level challenging behaviour.</li> <li>Ability to lead Team Teach techniques* and guide another member of staff.</li> </ul>

<b>PERSONAL CARE</b>	<ul style="list-style-type: none"> <li>Ability to provide a high level of personal care to the C&amp;YP and assist a senior member of staff in all personal care tasks.</li> </ul>	<b>Same as PW<sub>1</sub>, plus:</b> <ul style="list-style-type: none"> <li>Ability to independently and confidently complete all personal care tasks.</li> </ul>	
<b>SEIZURE MANAGEMENT</b>	<ul style="list-style-type: none"> <li>Understanding of epilepsy and ability to recognise different types of seizures and respond accordingly until a trained member of staff can assist.</li> </ul>	<b>Same as PW<sub>1</sub>, plus:</b> <ul style="list-style-type: none"> <li>Ability to follow a seizure management plan and administer emergency medication* under the supervision of a senior member of staff.</li> </ul>	<b>Same as PW<sub>1</sub> &amp; PW<sub>2</sub>, plus:</b> <ul style="list-style-type: none"> <li>Ability to independently and confidently follow a seizure management plan and administer emergency medication*.</li> </ul>
<b>ENTERAL FEEDING &amp; MEDICATION</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<b>Same as PW<sub>1</sub>, plus:</b> <ul style="list-style-type: none"> <li>Ability to administer feeds (both bolus and pump) via a PEG* under the supervision of a senior member of staff.</li> <li>Ability to administer medication via a PEG* under the supervision of a senior member of staff.</li> </ul>	<b>Same as PW<sub>1</sub> &amp; PW<sub>2</sub>, plus:</b> <ul style="list-style-type: none"> <li>Ability to independently and confidently administer feeds (both bolus and pump) via a PEG*.</li> <li>Ability to independently and confidently administer medication via a PEG*.</li> </ul>
<b>MOVING &amp; HANDLING</b>	<ul style="list-style-type: none"> <li>Ability to assist in moving and handling tasks, including the use of a hoist, alongside a trained member of staff.</li> </ul>	<b>Same as PW<sub>1</sub> &amp; PW<sub>2</sub>, plus:</b> <ul style="list-style-type: none"> <li>Ability to take the lead and guide another staff member during moving &amp; handling tasks, including the use of a hoist*.</li> </ul>	
<b>COMMUNICATION</b>	<ul style="list-style-type: none"> <li>Ability to effectively utilise a range of communication methods with C&amp;YP.</li> <li>Ability to communicate professionally to parents/carers.</li> <li>Ability to complete a coherent and professional written summary following each session.</li> </ul>	<b>Same as PW<sub>1</sub> &amp; PW<sub>2</sub>, plus:</b> <ul style="list-style-type: none"> <li>Ability to discuss sensitive topics with parents/carers as necessary.</li> </ul>	
<b>LEADERSHIP</b>	<ul style="list-style-type: none"> <li>Ability to 'oversee' a session with the PM present for assistance and guidance.</li> <li>Ability to guide, advise and model to volunteers.</li> </ul>	<b>Same as PW<sub>1</sub> &amp; PW<sub>2</sub>, plus:</b> <ul style="list-style-type: none"> <li>Ability to advise and model strategies to other staff and guide them through relevant tasks where necessary.</li> <li>Ability to independently and confidently coordinate a session.</li> </ul>	

\* following completion of relevant training