

Staff development support and supervision social work essay



**ASSIGN
BUSTER**

SupervisionIntroductionThis essay will demonstrate my understanding of staff development, support and supervision in a supported housing project context. This will refer to theorists relevant to my professional practice and include appendices of work place supervision proformas. I am a support worker/project worker in a supported housing unit in Nottingham, for thirteen female young people between the ages of 16 -25 years, referred from Housing Aid. The service users are homeless and from various situations such as, family breakdown or referrals from the Care system and their basic needs are addressed in an interview before referral. The process of recruitment starts with advertising the post. There are about three weeks between the advert going out and the closing date. Job advertisements include emails, as well as advertising to the general public in newspapers and on the radio, TV or internet (REF). This will ensure that applicants have enough time to receive an information pack by mail and have time to put their application together.

On average how many applicants and give eg if you have one?

How many are shortlisted?

The most essential skill for a night project worker is the experience of working with vulnerable adults on a one-to-one basis. It is ideal as a key worker, to have the relevant professional qualifications or similar training, and have a good working knowledge of supporting a range of vulnerable adults from diverse backgrounds. It is an advantage also his to have the experience and good working knowledge of supported housing principles and best practice in housing management e. g. welfare benefits and Supporting

People documentation. It is also essential to have good verbal and written skills and to be able to make competent case notes (Appendix 1). Panel members must keep details of the employment process confidential. This means the information cannot be shared with anyone including other members of the management team. Committee members or other applicants talk to panel members about these principles before starting the employment process (REF). All applicants must receive the same information package, be offered the same amount of time to apply, answer the same selection criteria, and be asked the same interview questions. The selection criteria must be the basis for deciding the successful applicant. Non-Discrimination means that an individual cannot discriminate against anyone because of their age, disability, homosexuality, race, sex, marital status (REF).

Why is induction important in your setting? (Your environment, risk, service users, you)

Once in post what kind of support do employees get and how often?

Once in the post support is provided regularly and new employees are given additional support as they settle into the post. It is given by their managers and reflected on as part of the probationary period. HOW LONG IS THE PROBATIONARY PERIOD? In my role as worker in a hostel environment, I support and accommodate our target groups of vulnerable young single homeless or potentially homeless women aged 16-25 years old who lives in Nottingham City area. (REF). in my project, St Vincent de Paul (SVP) Ozanam House, there is a formal arrangement which enables each

member of staff to discuss their work regularly with another more experienced member of staff. (Appendix?) Confidentiality, on employee's time???? Employment principles Important principles to remember when interviewing are -Equality The Supervision Process is takes the form of a preliminary session planned between the supervisor and supervisee to formally discuss supervision, how it might take place and what they hope to achieve in the supervision session. The supervision will be discussed and explored. Confidentiality and its boundaries will be considered by all parties. Supervision should be held once every two months and should last for approximately fifty minutes, so that the supervisor and supervisee have ten minutes to reflect on the interaction before they continue with their working day. The supervisee is responsible for keeping their own record of supervision and the Supervisor records the times and dates of the sessions (St Vincent de Paul, 2013). ≈-----what does that mean?) In staff supervision plays an essential role in protecting both staff and service users, in developing and maintaining high care standards and in supporting and developing individual staff. Overall, the organisation expects all members of staff to be supervised in their work and to have an appointed supervisor.

According to Heron (0000) is relevant any appendices?

According to Schon (000)? Same.

**Accessible? (EQUALITY ANTI OPPRESSIVE MENTION)
talk about how it is for you J**

**How is the performance of each member of staff
accommodated? GIVE 5Ws + H on:**

**Induction Training (anti-oppressive and equality and
diversity stuff here)**

Staff meetings

Appraisal

To promote quality care working with young people enables employees to empower the client group and help them to develop the skills and confidence to look after themselves and to make informed choices (REF) It is important for a worker in this context to have good interpersonal skills, including being an empathetic and good listener and to be able to discuss difficult topics in a sensitive way and to be able to speak with other professionals. It is essential to have a non-judgemental and empowering attitude (REF). This will demonstrate a respect for the diversity and one's strength with the service users or staff. It is important to have reliability to manage the safety for staff or service users and to deliver in order to build a trusting relationship rather than crossing into friendship (REF)

Say what happens if performance drops or goes wrong (Gross misconduct and misconduct)

New training for performance and is new training offered if performance drops?

Say what happens when things go really well: commendation? Pay increases? Promotion?

Supervision is ensured and available for all staff employed at the hostel. The content of supervision sessions is confidential and recorded only by supervisee and supervisor. This role is distinct from managerial processes (UNCLEAR MEANING) even when the supervisee wishes to have supervision with their line manager. Theorists: The theorists' models which most relate to my practice in my role as housing support worker are those of Kadushin, Heron, Schon, Feaviour and Thompson. According to Kadushin's model, (1988) when defining traits of a manager some organisations may put emphasis on the controlling, planning and co coordinating skills of a manager but kadushin believes it is actually people skills that decide between a good and a poor manager(REF) . According to Thompson, (1994) NAOMIE (Needs, Aims, Methodology Objectives, Implementation and Evaluation) is a practice model for planning, monitoring and evaluating youth work. This system identifies the barriers in anti-discriminatory practice on working together on issues of inequality, discrimination and oppression.

(Give eg or Appendix 2 if you have one.

The aim of supervision to be to identify solutions to problems, improve practice and increase understanding of work-related issues.

All supervision practice have three core functions is to provide support to staff in their work, promote personal and professional development and promote quality care..

Many managers like to make notes during supervision but all note taking points should be agreed between supervisor and employee beforehand.

Supervision time must be planned, protected and uninterrupted. Sessions should be held in private and should be entirely confidential. All staff should have at least one formal supervision session of at least one hour duration every two months. Any notes made should be strictly confidential and kept securely. In some cases copies of the notes and sessions can be used as evidence for staff disciplinaries (DID YOU MEAN DISCIPLINARIES HERE? I AM ASSUMING YOU DID_IT ORIGINALLY SAID " doing")

According to Heron (0000) is relevant Any appendices?

According to Schon(000)? Same.

Thompson (1994) and why

It is important to read policy and procedure documents at work. These outline the aims and set out the values, principles and policies that underpinning the organisation's approach to staff supervision. It plays an essential role in protecting both staff and service users to support and develop individual staff to be supervised in their work.

How are new amendments given to employees?

How does management know if policies have been read and adopted?

Heron's supervision model (recording star chart) how does it relate to your practice? And why? Got eg? (Appendix)

State how many times per year employees have S + S

What are the separate elements of S + S at your project? IE:

Review of work that month,

and what are regular main elements:

case load;

Recordings on caseload;

risk assessments;

health and safety (policy and procedural reviews)

time management;

What happens to action new work targets? (agreement on workload and who does what for example)

At your work place: what works?

What doesn't work?

What needs changing?

How if anything could it be done differently?

How would your suggested changes improve management and performance of employees in your setting?

Conclusion:

Is there any way in which the theorists you have mentioned are neglected or ignored/forgotten in practice?

In conclusion, there are some impacts on my work.

How do the above things impact on you? What impacts you most?

Comment on the 2 points below in context with your work.

**Awareness of inequality, discrimination and oppression:
You will need to show understanding of equality issues and
managing diversity (MARY Case study PREVIOUS)**

Self-assessment: Your assignment should contain personal reflection on your learning about staff development and your own experience. My learning since studying this module in managing has been positive.... say how and what has affected your development as a practitioner. I have become motivated to learn more, engage more and critically evaluate more now that I have underpinning knowledge of theorists and other practices.