

Who are we?

Positive Futures is positive about people. We transform peoples' lives every day. We support people who have a learning disability, acquired brain injury and autistic spectrum conditions.

The bottom line is this: wonderful things can and do happen when people get the right support, at the right time, from the right people.

What does a Senior Positive Behaviour Support Specialist?

Put simply, your job is to assist the Positive Behaviour Support (PBS) Practice Manager to develop and coordinate PBS across Positive Futures

To help you to do this, you will:

- receive a full and paid induction
- work as part of a dedicated team to provide support.

Who will I be supporting?

You can find out about the person you will be supporting in the attached document: **'Meet me, support me'**.



Job Title	Senior Positive Behaviour Support Specialist
Reports to	Positive Behaviour Support Practice Manager

Purpose of Role

To assist the Positive Behaviour Support (PBS) Practice Manager to develop and coordinate PBS across Positive Futures. To offer a high-quality person-centred PBS service to the people we support which includes providing leadership, training, coaching and mentoring to our staff, volunteers, families and carers, and other external stakeholders and organisations to enable the people we support to participate in their communities and live the lives they choose.

Main Responsibilities

The post holder will assist the PBS Practice Manager to develop and coordinate PBS across Positive Futures and be responsible for providing high-quality person-centred PBS advice, guidance and expertise. This means the post holder will:

Clinical

- Work in partnership with managers, staff, families, HSC Trust / HSE / TUSLA colleagues including clinical / multi-disciplinary teams, to complete detailed behaviour assessments for people referred to and/or supported by our services, and to individuals supported by other organisations or by families.
- Work in partnership with key internal and external stakeholders to develop, implement and review effective PBS Plans (including Person Centred Transition Plans, Stress and Coping Plans, Environmental 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 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 risks and address challenges in their lives.
- Support service staff and managers to review and evaluate progress against individual and/or service recommendations made by the PBS team.
- 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 debriefing support, as appropriate, to other team members and staff / managers in services who have been involved in behavioural incidents.
- Assist the PBS Practice Manager in the consolidation, accreditation / certification, and ongoing development of Positive Futures' approach to PBS within the frameworks of BILD / Restraint Reduction Network / UK PBS Alliance and other relevant standards and best practice.

- Assist the PBS Practice Manager in the monitoring and review of PBS service delivery by the team in line with organisational policy and identify areas for improvement within best practice and relevant accreditation / certification frameworks.

Training, Coaching and Mentoring

- Work with managers / staff 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.
- Support the PBS Practice Manager to ensure that the organisational approach to PBS is structured and that the BILD / Restraint Reduction Network / UK PBS Alliance's guidance and best practice is reflected in our practice.
- Support the PBS Practice Manager to develop accredited / certified training and development programmes and materials for staff teams, the people we support and families, that reflect best practice.
- Deliver PBS training and other training to Positive Futures' staff, as well as to external stakeholders (including families) and other organisations.
- 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.
- Assist the PBS Practice Manager in the management of PBS student placements.

Professional Practice

- Work in line with Positive Futures' Mission, Values and Code of Conduct and Practice.
- Maintain up to date registration with the Northern Ireland Social Care Council (NISCC) or other relevant professional body and adhere to their Standards of Conduct and 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 Person Centred Supervision and performance review with your line manager.
- Read, understand and follow all policies, procedures and guidance, keeping up to date with any changes.

General

- Understand and respect confidentiality and maintain personal data in line with Positive Futures' policies, procedures and guidance.

- Carry out your duties and responsibilities in line with relevant health and safety and risk management policies and procedures.
- Ensure that risk management processes are complied with, risks are clearly identified, and mitigation actions are taken.
- Build and develop positive working relationships within the PBS team and across other teams and departments.
- Develop and maintain positive professional working relationships with external stakeholders, key individuals and agencies in the interests of the people we support.
- In consultation with your line manager, liaise with PR and Marketing to disseminate “good news” stories regarding the work of the PBS team.
- Make effective use of information, communication and technology systems in order to carry out the responsibilities of the post.
- Seek to make continuous improvements in your area of work.
- Promote and encourage the involvement of the people we support in the everyday management and delivery of services and the wider organisation.
- Have regular contact with the people we support and be available to them in order that their views and wishes are kept to the forefront of our work.
- Demonstrate and provide a person-centred focus to all aspects of the role.
- Represent Positive Futures, as appropriate, to include participation in internal and external special interest / working groups / conferences showcasing best practice and raising Positive Futures’ profile.

There will be occasions when the job holder is required to fulfil some duties outside of normal working hours and flexibility is therefore essential.

This job profile provides a summary of the core responsibilities of the role, however, the job holder may be required to undertake other duties from time to time as Positive Futures may reasonably require.

The Chief Executive must be contacted in the event of all media enquiries.

There may be other duties from time to time as Positive Futures may reasonably require.

How do I apply for this job?

Complete an application form online stating how you meet the following criteria for this job in the shortlisting section of the application form. We will use this shortlisting section to decide whether to invite you to an interview.

To apply for this role, you **MUST** have:

1. Be educated to a minimum of degree level in a relevant PBS related discipline
2. Have 4 years' experience in PBS service delivery in a relevant field, which includes working with people with an intellectual disability, acquired brain injury, or autism
3. Be qualified or accredited as a trainer in a recognised approach to PBS and have 2 years' experience in this role
4. Have a full, valid driving licence and use of a car for business purposes or agreement of reasonable adjustments (if you have a disability) to meet the travel requirements of the role

Positive Futures reserves the right to enhance the shortlisting criteria.

To apply for this role, we would also **LIKE YOU** to have:

- Experience of supporting people with an offending (forensic) history
- Experience of Trauma Informed Practice
- Familiarity with the organisational requirements to achieve accreditation / certification in its PBS Services
- Experience of using Person Centred Planning Tools

If you meet the shortlisting criteria, you will be invited to attend an interview.

To be successful at interview and ensure the people we support receive the highest quality service, you need to:

- Share our **POSITIVE** values
- Have the right skills (or competencies) needed for the job.

Our Values

“Our values” are what underpin everything we do in Positive Futures.

PEOPLE FIRST – the people we support will always be our top priority.

OPPORTUNITIES – we seek out opportunities to make life better for the people we support through the commitment and dedication of our staff and volunteers.

SPEAKING OUT – working in partnership with the people we support, we will champion their rights at every opportunity with decision makers, with government – locally, regionally and nationally – and in the media.

INNOVATION – we are a learning organisation that is always looking for new, creative and better ways to do things.

TENACIOUS – we don't give up – if it needs to be done, we believe it can and will be done.

INVOLVEMENT – the people we support and our staff will always have a say in the running of the organisation and we will celebrate with our partners and stakeholders what we achieve together.

VALUE FOR MONEY – we deliver life-long results and transform peoples' lives in a cost-effective manner.

EXCELLENCE – we will always aim to be the best we can be in supporting people to achieve their dreams and transform their lives.

Our Competencies

You need to have the following skills (competencies) to help the people we support to live the life they want.

Competencies for the role	You need to be:
Respectful and Understanding of Others	<ul style="list-style-type: none"> • Kind and work well with others, treating them with respect and dignity • Understanding of the needs of others
Effective Communication	<ul style="list-style-type: none"> • Able to communicate effectively with others, verbally and in writing
Results and Quality Focus	<ul style="list-style-type: none"> • Able to be an active, positive and co-operative member of the team • Helpful and supportive of others • Focussed on the best interests of people we support
Problem Solving and Decision Making	<ul style="list-style-type: none"> • Open minded and able to resolve difficulties • Able to make good decisions
Resilient to Change and Challenges	<ul style="list-style-type: none"> • Open to change and new developments / initiatives • Able to adapt well to new and unfamiliar situations • Resilient and cope well when challenges arise

The people we support and our staff are at the heart of all that we do.

As a valued member of staff, you can avail of our competitive salary and benefits package



Pay (per annum)

01	€ 54,282.00
02	€ 56,122.00
03	€ 57,962.00
04	€ 59,802.00
05	€ 62,933.00
06	€ 64,792.00
07	€ 66,873.00
08	€ 67,819.00



Holidays

The person appointed will be entitled to 25 days' leave per annum. You will also receive 10 public holidays as outlined below.

Designated holidays are New Year's Day, St Brigid's Day, St Patrick's Day, Easter Monday, Early May Bank Holiday, June Bank Holiday, August Bank Holiday, October Bank Holiday, Christmas Day, and St Stephen's Day.



Pension

We offer a contributory pension scheme - we pay 4% for eligible staff alongside your contribution of 5%.



Financial Well Being

Salary Finance is our financial wellbeing provider, offering financial education including budgeting tips and tools, videos and webinars. Eligible staff will also have access to savings accounts and loans.



Mental Health and Emotional Well Being

You can speak in complete confidence to trained counsellors from StaffCare (an independent staff support provider).

See 'Training and Support' section for other ways we provide support to our staff.



Sick Pay

We offer enhanced contractual sick pay when you've completed your probation period, with your entitlement increasing with length of service.



Work /Life Balance

We offer a range of work / life balance benefits including:

- A suite of family friendly policies
- Enhanced maternity and paternity pay
- Bereavement leave
- Career breaks
- Emergency time off.



Training and Support

You will receive induction, relevant training, and regular 1:1 support meetings with your manager. We also provide opportunities for team development and, when needed, specialist training for teams.

We will support you to develop your career and, complete external and/or accredited training programmes relevant to your role.

Change Record

Issue date	Nature of change	HRD sign off date
16/12/2024	First issue on new template	