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| **Logo, company name  Description automatically generated Job Title: Care and Support Worker**  **Reports To: Registered Manager** | |
| Description of position  As a Care and Support Worker, your role will be diverse to each client. You will be responsible for establishing a professional client relationship, providing life-changing care and support that enables vulnerable adults of all ages to live fulfilling lives, within their own homes. | |
| Key Responsibilities:  In line with an individual’s plan of care and support and the care worker’s training and competence:   * help with their activities of daily living, eg getting up in the morning, going to bed at nights, dressing, undressing, washing, bathing and toilet arrangements * help service users overcome any mobility problems and other physical disabilities, including helping in the use and care of aids and personal equipment * help make a person physically comfortable by, eg making and changing beds, tidying rooms, doing light cleaning, laundry and emptying commodes where used * help with their eating and drinking by, eg preparing meals, snacks and drinks and helping users to eat and drink if they cannot or have difficulty in doing this by themselves * contribute to specialised care plans, eg for people with dementia, re-enablement or people with continence difficulties * help users take their prescribed medication (as specified on their care plans) * contribute to the care of service users who are temporarily sick and needing, eg minor dressings, bed nursing, help with feeding, etc * contribute as needed to a person’s end-of-life care * promote users’ mental and physical activity by, eg talking to them, helping them do things for themselves, prompting, taking them shopping, sharing with them in activities such as reading, writing, hobbies and recreations * read and write reports, and take part in staff and service users’ meetings and in training activities as directed * comply with the service’s guidelines and policies at all times, eg in respect of dress code, wearing of identity badges, travelling and security and safeguarding of service users * report to the service manager any significant changes in the health or circumstances of a service user * encourage and enable service users to remain as independent as possible * perform such other duties as may reasonably be required. | |
| Person Specifications: | |
| Essential   * self-motivated * organised * flexible * caring * sensitive to the needs of others and to the needs of vulnerable people * an active team player but also able to work on own initiative * a good communicator * able to follow care planning requirements and instructions. | Desirable   * be flexible in terms of availability, working hours, adaptability * have previous experience of care work * have their own transport * have knowledge of local neighbourhoods. |
| All staff are required to respect the confidentiality of all matters that they might learn in the course of their employment. All staff are expected to respect the requirements under the Data Protection Act 2018 and the General Data Protection Regulation.  All staff must ensure that they are aware of their responsibilities under the Health and Safety at Work, etc Act 1974. | |

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| Signed Employer: |  |
| Date: |  |
| Signed Employee: |  |
| Date: |  |