

JOB DESCRIPTION

Post: HOME CARER (GENERIC) (Grade E)

Reporting to: Team Manager

Job Purpose: Provide high quality support and care to customers in their own homes to enable them to remain independent and support their wellbeing, rights and choices.

MAIN RESPONSIBILITIES:

1. Write or update individual care plans, record daily all activities and refer any issues of concern to the line manager to ensure that the customer receives support and care appropriate to their assessed needs. Where appropriate this will include risk assessments, manual handling assessments and use of low level equipment assessments.
2. Visit customers in their homes as scheduled in the daily or weekly programme which supports the aims and objectives of individual customers' care plans. Adapt to changes in scheduled programmes to ensure service demand is met.
3. Attend to and encourage customers to maintain individual personal and hygiene needs.
4. Help and encourage customers to prepare meals and drinks and prepare meals for them when necessary.
5. Help and encourage customers to undertake household tasks such as washing, shopping, paying bills etc.
6. Assist customers with taking prescribed medication to ensure they take the correct medicine as directed and in accordance with Reablement North policies and procedures.
7. Use a range of lifting and transporting equipment as necessary to help and support customers with due regard to health and safety for all, reporting any faults with equipment to the relevant authority in accordance with appropriate training, policies and procedures.
8. Demonstrate awareness / understanding of equal opportunities and other people's behavioural, physical, social and welfare needs.
9. Ensure that reasonable care is taken at all times for the health, safety and welfare of yourself and other persons, and to comply with the policies and procedures relating to health and safety within the company.
10. Carry out any other duties which fall within the broad spirit, scope and purpose of this job description and which are commensurate with the grade of the post.

This job description reflects the major tasks to be carried out by the post holder and identifies a level of responsibility at which they will be required to work. In the interests of effective working, the major tasks may be reviewed from time to time to reflect changing needs and circumstances. Such reviews and any consequential changes will be carried out in consultation with the post holder.

PERSON SPECIFICATION

HOME CARER (Grade E)

ATTRIBUTES	ESSENTIAL	DESIRABLE
EDUCATION & QUALIFICATIONS		
Satisfactory clearance of an enhanced Disclosure and Barring Service check	√	
Willingness to complete NVQ Level 2 in Care within 2 years	√	
Ability to undertake essential training relevant to the role	√	
NVQ Level 2 in Care		√
EXPERIENCE & KNOWLEDGE		
Knowledge of basic health, safety and hygiene standards	√	
Experience in the role		√
ABILITY & SKILLS		
Ability to manoeuvre customers as required, using differing levels of physical effort	√	
Sound understanding of good care principles	√	
Ability to travel up to 20,000 miles per year	√	
Excellent communication skills (verbal and written)	√	
Good planning skills	√	
Ability to cope under pressure	√	
Even tempered and patient	√	
Ability to cope with change	√	
Ability to lone work	√	
Ability to display empathy and warmth and can build relationships with those we support and those around them	√	
Full clean driving licence	√	
Aware of Data Protection in all verbal and written information		√
EQUAL OPPORTUNITIES		
Ability to demonstrate awareness / understanding of equal opportunities and other people's behaviour, physical, social and welfare needs	√	
Understanding of equality standards and diversity issues and their impact in social care services		√