## Job Description & Person Specification EMWW

Job title: Self-Employed Personal Care Assistant

Location: Christchurch, BH23 area

# Job purpose:

The Personal Care Assistant role is to provide support to an individual who has health issues which are listed below.The individual requires help and support in their daily life; so that, they have control over their day-to-day living.

# About the individual:

The individual is male, uses a walking stick, has hearing aids that don’t always work, so lip reads now and again and uses a powered wheelchair outdoors.

Health issues: COPD, cardiomyopathy, osteoarthritis, kidney disease, Alzheimer's, early short-term memory impairment and hard of hearing

**Rate of pay:**

Please provide rates on your application

**Day & Times** – **13 hours** per week to include:-

Tuesday and Thursday - tea time visits

Saturday & Sunday -- AM and PM visits, 1.5 to 2 hour duration.

Evenings -  1 hour duration, start time 7.45pm / 8.15 pm

Further option for other weekday support and hours

Main duties

**Social duties:**

* Keep in touch and socialise with family and friends.
* Social interactions, will be anything that may become available to the individual outside the home; for example, going for coffee. Automatic adapted vehicle available.

**Personal Care:**

* Support and assistants with showering
* Help and assistants with applying cream to feet
* Help and support with dressing, making sure individual is appropriately clothed.
* Administering, prompting and reminding to take medication. Prompting required to take inhalers.
* Catheter care.
* Help with compression stockings.
* Ordering of emergency medication & equipment.
* Fluid observation

**Domestic duties:**

* Assisting with reheating microwave meal
* Help with preparing breakfast
* Light cleaning, general household tasks, changing linen, laundry
* Shopping
* Going to the market, bank or shops one morning per week
* Menus (weight management)
* Meal prep/cooking and providing snacks

**Additional support:**

Help with phone calls, help with arranging diary, arranging appointments, reading through appointment correspondence and help with online shopping.

These duties may vary from day-to-day

# Qualities

* **Values**: honest, reliable, punctual, non-judgemental, ability to build good relationships based on trust and respect, flexible, adaptable, easy going, able to work alone, positive, willingness to travel, understands equality and diversity, has a good sense of humour.

**Skills, qualifications and experience**

**Essential:**

* confidentiality
* good at building relationships
* Must like dogs as individual is a dog owner

**Preferred**:

* good communicator
* a good listener

# Other Requirements

**Essential:**

* Provide evidence of self-employment such as Public Liability Insurance, Terms and Conditions, tax reference number.
* DBS Check will be required
* Legally Able to Work in UK