## Job Description & Person Specification

**Job title:** Female Self Employed Personal Care Assistant

**Location:** Westbourne, Bournemouth

# Job purpose: The suitable candidate will be required to support with cleaning the home (small ground floor flat), change bed linen, laundry, shopping, some meals and help with correspondence, phone calls, help the client to get out in to the community, help with emotional support and motivation. Occasional help with washing her hair may be needed. She is able to bathe and dress herself but can sometimes need help selecting appropriate clothes for the weather conditions.

# About the individual:

Client has Ehlers-Danlos syndrome and various other long term health issues that result in Chronic pain and extreme fatigue. Also suffers severe anxiety and depression. Uses the pronouns she/her and is transitioning from male to female.

**Rate of pay:** Please provide your hourly rates on application.

**Hours of work:** flexible hours to be mutually agreed up to 10 hours per week

# Main duties

Social duties; support to:

* keep in touch and socialise with family and friends
* finding new opportunities for her to socialise and facilitating those opportunities
* attend medical appointments
* assistance with correspondence, emails, phone calls when needed
* attend social events such as music gigs or the cinema
* assisting with motivation and planning

Personal Care: for example,

* Occasional help with hair washing/brushing
* Helping with selecting clothes or getting ready to go out
* Reminding or motivating to eat
* Being able to help talk through decisions with her
* performing exercises/physiotherapy

Domestic duties: for example,

* support with grocery shopping, clothes shopping, online shopping
* heating up meals for her or simple meals like a sandwich
* cleaning (Small ground floor flat), changing linen, laundry, occasional ironing

These duties may vary from day-to-day

# Qualities

* Values: An organised, reliable, friendly, calm, kind, non smoking female is sought for this role
* Specific requirements:
* Awareness /understanding or willingness to learn about EDS, Chronic fatigue and Hypermobility.
* Awareness/Understanding or willingness to learn about Gender Dysphoria.
* **Other: due to the nature of this role including medical/personal care the potential employer will be considering female applicants only.**

***\*(Sex Discrimination Act 7 (2) b (ii) applies)***

Skills, qualifications and experience

Essential: list the essential skills, qualifications and experience that personal care assistants need to have, for example:

* public liability insurance
* current enhanced DBS certificate
* organised
* good communicator

Preferred:

* computer literate
* good local area knowledge and knowledge of bus routes
* patience when trying to motivate someone who suffers from depression
* good at coming up with ideas for new things to try and facilitating those ideas

# Other Requirements

Essential:

* Provide evidence of self-employment and Public Liability Insurance, Terms and Conditions, tax reference number.
* Enhanced DBS Check will be required
* Please provide documentation stating that you are legally Able to Work in UK