

## **Job Description/Person Specification**

Post Title:-Care Worker- Cherry Tree Gardens Houghton le Spring

Organisational Responsibilities:-

Responsible to Senior Care Staff, Care Co-ordinator, Registered Manager

Hours: - Flexible to include evenings, nights, weekends and public holidays according to the needs of the residents of Haddington Vale, Cherrytree Gardens, Albany House.

### **Purpose of Post**

To provide quality care, support and assistance to residents of Haddington Vale to enable them to live as independently, as possible, and with dignity in their own homes.

### **Equal Opportunities**

SHCA is committed to achieving a working environment that provides equal opportunity and freedom from discrimination. SHCA is also committed to building a workforce which reflects the community around us. We expect our workforce to understand and comply with SHCA's Equal Opportunities Policy.

### **Main Duties**

- To provide person centred care in accordance with the residents care plan.
- To promote and uphold the rights and dignity of all residents and respect their privacy and confidentiality at all times.
- To provide personal care in a sensitive and discreet manner. To include assisting residents getting up in the morning and going to bed in the evening, washing, bathing, dressing, feeding and assisting with mobility. Assisting with toileting needs

- Preparing meals and drinks.
- To perform household and domestic tasks including shopping, assisting with finance, paying bills, dusting, vacuuming, cleaning kitchen surfaces and floors, cleaning bathroom surfaces, laundry and ironing.
- To prompt prescribed medication in accordance with care plans.
- To attend all necessary training to ensure competence in all areas.
- To accurately complete all necessary paperwork.
- To actively support residents in sustaining existing and new relationships with families, friends and neighbours and to participate in activities encouraging social interaction.
- To provide an escort service to enable residents to access the wider community.
- To assist residents to regain and maintain life skills including making choices and retaining control of their own lives.
- To support residents to retain their personal cultural and spiritual identity.
- To inform senior staff and relevant personnel of any concerns or changes regarding the needs of the resident.
- To comply with all SHCA policies and procedures.
- To maintain constant high levels of customer care.
- To take immediate and appropriate action in the event of an emergency.
- To participate in the general management and administration of SHCA
- To attend General Meetings of SHCA

Any other duties