**Job Description**

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| **Job Title** | Home Helper | **Team** | Help in the Home |
| **Location** | Client homes, in agreed areas | **Hours** | Casual hours weekdays between 9am to 5pm |
| **Rate of Pay** | Hourly rate of pay + holiday pay | **Reports to** | Help in the Home Coordinator |

**Role Purpose**

To help support the Client to remain in their own home by making regular visits to do their housework, shopping and laundry. To provide companionship. No personal care is involved.

**Responsibilities**

**Depending on the Clients wishes duties can include:**

* Clean kitchens and bathrooms, including cupboards, inside windows, dust and vacuum
* Change bedding, do the laundry and ironing
* Shopping and prescription collection
* Check food sell-by dates and keep the fridge clean
* Prepare and cook light meals
* Keep the home tidy, sort out recycling and organise cupboards
* Provide companionship to the Client
* Any other duties in line with the job

**Safeguarding and Safety in the Home**

To report any concerns about the Client to the office. To work safely and keep the home safe for the Client. In the event of an emergency to follow Age UK Hertfordshire’s processes as stated in the Home Helper Handbook.

**Training**

To attending mandatory training courses including safeguarding, first aid, dementia awareness, food hygiene and health and safety.

**Home Helper Handbook**

To read and follow the policies and procedures of Age UK Hertfordshire as set out in the Home Helper Handbook.