HOMECARE ASSISTANT

Age UK Lincoln is a local independent charitable organisation and part of the Age UK Brand Partnership. Our organisation has been providing services and support to people aged 50 and over in the Lincoln City and surrounding areas for over 55 years, ensuring that they get the most from life.

Our vision and mission statement drive everything we do.

**Our vision**

*A world in which older people flourish.*

**Our mission**

*To improve lives of older people.*

Our values underpin our work:

* *We enable people to live independently and exercise choice.*
* *We ensure that the older person’s voice is heard.*
* *We are innovative, results driven and constantly deliver for older people.*
* *We care for the individual.*
* *We are authoritative, trusted and quality-orientated.*

If you are motivated by our values, vision and mission statement, want to be part of a fast growing, forward thinking and friendly organisation please read on.

**Job Title:** Homecare Assistant

**Location:** Lincoln and Surrounding Villages

**Hours of work:** Between 7am – 10pm. 7 days a week

**Responsible to:**  Services Manager

**Job Purpose/Role:**

The post holder will ensure that high quality care is delivered in a personal centred way within the service user’s home.

**Main Tasks:**

* To maintain a safe environment for service users in their own homes, whilst respecting their choices and rights.
* To communicate and liaise with other staff members within the organisation to ensure a holistic approach to the service user needs.
* Following the Care Plan, deliver personal care to promote the service users independence, dignity, privacy and choice.
* If required prepare light meals as per Care Plan.
* To record all information of service delivered on the contact sheet within the Care Plan.
* Report all incidents in the appropriate manner to the Manager/Care-Coordinator.
* Attend all statutory training and supervisions.
* Work within Health & Safety, Confidentiality and Safeguarding, Medication Handling and Mental Capacity guidelines.
* Work as part of a team and attend regular Team Meetings.

**Person Specification**

**Homecare Assistant**

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| **Characteristics** | **Essential** | **Desirable** |
| **Knowledge & Skills** | Understanding and appreciation of the needs of a person at risk. | Good knowledge of CQC regulations and outcomes. |
|  | Communication – excellent two way communication skills. |  |
| **Education, Qualifications & Specialist Training**  | Good standard of general education. | Evidence of training and ongoing development. |
|  |  | Qualification to NVQ 2 (or equivalent) in Health & Social Care or equivalent health care qualification.  |
| **Experience** | Experience of providing care within people’s homes.  |  |
|  | Experience in following Lone Working Procedures. |  |
|  | Ability to work in a small team. |  |
| **Personal Characteristics** | Positive attitude and good sense of humour. |  |
|  | Understanding the importance of and commitment to confidentiality.  |  |
|  | Commitment to providing a service user focused service. |  |
|  | Self confident. |  |
|  | Good organiser and time keeper. |  |
|  | Self motivated and able to work alone. |  |
|  | Flexible, cooperative, approach to work. |  |
| **Other requirements** | Full availability across shift pattern covering 7am till 10pm or 10pm till 7am. |  |
|  | Able to accommodate additional shifts to cover holiday and sickness. |  |
|  | Satisfactory DBS check. |  |
|  | Full use of road worthy car with current UK Driving Licence. |  |