

JOB DESCRIPTION & PERSON SPECIFICATION

Job Title:	Care Support at Home Support Worker
Reporting to (Job Title):	Care Support at Home Coordinator
Employing Authority:	Age UK Northamptonshire
Salary:	£13.36 per hour
Place of work:	Community (Care Support at Home)
Hours of work:	Monday – Friday – various hours – occasional weekend work
Job Type:	Casual
Employment subject to Enhanced Disclosure & Barring Service (DBS) check	
Purpose of the Job:	To work in a new and innovative way to provide care and support opportunities to the older generation of Northamptonshire.
Main Tasks and Responsibilities:	
<ul style="list-style-type: none"> • This is a new service and post holders will be expected to contribute to its development and expansion. This new role offers opportunity to the post holder to innovate and develop new ways of working, both in the client’s own home or in a day centre setting. • To work flexibly to support the clients of the service. • To develop, with the senior manager, individual support plans tailored to meet the needs of the client. • To work to enhance physical, mental and emotional wellbeing of each client • Tasks will include, but not exclusively: <ul style="list-style-type: none"> ○ Provision of care in a community setting ○ Shopping and delivery of same ○ Cash collection and support with bill paying ○ Prescription collection ○ Periods of time with clients in their own homes to reduce social isolation and promote physical activity & mental stimulation. ○ Enabling the client to take up leisure activities outside of the home. • To report to supervisor or senior staff member any concerns or significant changes to the client’s health and well-being • To complete written documentation as required by the service to ensure continuity of high-quality client care 	

- To maintain the confidentiality of the client and their service at all times
- To undertake training as required for the role, and to participate in team meetings, supervision and support networks
- Although every effort will be made to minimise travelling carers will be expected to travel within the county of Northamptonshire as the service demands.
- Other duties as requested by the line manager

The tasks and responsibilities shown above are not exhaustive, and should be regarded only as a guide. The jobholder will be expected to undertake any reasonable activities according to the needs of the service at the time. These will be subject to periodic review, and may be amended to meet the changing needs of the service. The jobholder will be expected to participate in this process, and Age UK Northamptonshire would aim to reach agreement as regards any changes.

Person Specification

ATTRIBUTES	Desirable or Essential	How this will be tested
<u>Education and Qualifications</u> Good General Education to GCSE level NVQ2 in Social Care (or a willingness to undertake qualification within 2 years)	E D	AF I
<u>Experience</u> Experience of working with older people Experience of care work Hands on experience and life skills	D D E	AF/I AF/I AF/I
<u>Abilities and Skills</u> Full driving licence and access to a vehicle Ability to work alone, but also as part of a team Empathy; understanding the behaviour of others, and the contributory factors behind this Good interpersonal skills, and the ability to record accurately both verbally and in writing Good levels of physical fitness in order to comply with manual handling instructions and to provide personal care to patients Flexible and adaptable, with the ability to work on own initiative Problem solving skills Knowledge of working within the voluntary sector	E E E E E E D D	AF AF/I I I/T I I AF/I AF/I
<u>Equal Opportunities</u> An understanding of equal opportunities, and the ability to work in an appropriate and sensitive way with all patients	E	I
<u>Training</u> Willingness to undertake training within the job role to enhance knowledge and skills, thereby improving patient care	E	AF/I

Prepared By: Su Brazell, Senior Service Manager	Date: 11.05.23
Authorised By: Christopher Duff	Date: