

## **Age UK Sunderland (AUKS)**

### **Job Description**

<b>Post:</b>	<b>Older Peoples Support Worker - Casual</b>
<b>Responsible to:</b>	<b>Lifestyle Co-ordinator</b>
<b>Base:</b>	<b>Various locations across the City of Sunderland</b>
<b>Hours:</b>	<b>Casual</b>
<b>Salary:</b>	<b>£12.21 per hour</b>

#### **Job Purpose**

To deliver a high-quality service to older people aged 50+ requiring support and assistance to live an independent life by undertaking day to day tasks in client's own home environment such as house work, shopping and companionship **across all areas of Sunderland.**

#### **Job Description**

You will:

- Develop appropriate professional working relationships with clients.
- Undertake tasks such as light house work, shopping and companionship **across all areas of Sunderland.**
- Contribute to the client's wellbeing.
- Provide information on other support services and activities, signposting where appropriate.
- Undertake basic record keeping.
- Manage and follow simple financial procedures including financial transactions e.g. shopping for clients.
- Report without delay, changes in client's health, abilities or circumstances to the Line Manager/Lifestyle Administration Assistant.
- Maintain strict confidentiality regarding all aspects of the work undertaken.
- Abide by AUKS Lone Working Policy at all times
- Abide by and implement all policies and procedures of AUKS, including being aware of, and responsible corporately and as an individual, for AUKS Health & Safety policy.
- Undertake all reasonable tasks, in keeping with the level of responsibility of the post, as requested by management team.
- Be aware of and understand procedures for the safeguarding vulnerable adults alert process.
- Be GDPR compliant at all times.

**This post is subject to an enhanced DBS.**

**AUKS**

### **Person Specification**

<b>Post:</b>	<b>Older Peoples Support Worker - Casual</b>
<b>Responsible to:</b>	<b>Lifestyle Co-ordinator</b>
<b>Base:</b>	<b>Various locations across the City of Sunderland</b>
<b>Hours:</b>	<b>Casual</b>
<b>Salary:</b>	<b>£11.44 per hour</b>

#### **Essential Criteria:**

- Have a flexible approach to work and be willing to undertake a variety of identified tasks across all areas of Sunderland.
- Have the ability to undertake light house work & shopping duties to a good standard.
- Have a 'can do' attitude and be able to use own initiative.
- Understand the needs of older people.
- Be able to communicate effectively with people.
- Have an awareness of the safeguarding vulnerable adults alert process.
- Have ability to keep basic records.
- Flexibility with regard to working times and areas across the City of Sunderland.
- Ability to work alone with the minimum of supervision.
- Must hold a current driving license with access to a vehicle to use for work purposes.
- Undertake all training requirements of the post.

#### **Be physically able to:**

- Lift/use domestic equipment to complete light housework tasks and client's shopping bags etc. as appropriate.