

JOB DESCRIPTION

Job Title:	Care Assistant
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Reports to:	Manager
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Scope:	Abbeyfield The Dales
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Key objectives:	<ul style="list-style-type: none"> ▪ To participate in the delivery of care to the residents to ensure that their physical, social, intellectual and emotional needs are met and ensuring dignity, choice, independence and respect ▪ To ensure that all aspects of the regulatory framework are met ▪ Consult with residents and the senior team to assist in developing individual care plans for residents. ▪ Work effectively with others to ensure that resident's needs are met. ▪ To promote and encourage independence at all times to enable residents to achieve their own personal goals and objectives. ▪ To provide support and security to residents at all times.
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Main Tasks:	<p>Resident care and support</p> <ul style="list-style-type: none"> ▪ To ensure each resident receives assistance with all elements of their personal care to include washing, dressing and assisting residents in all aspects of daily living as required. ▪ To participate with the team for continual monitoring of each residents health needs. To include appropriate liaison with senior and relevant staff. ▪ To ensure residents choice and independence is respected and have knowledge of residents risk management plans. ▪ To help residents with mobility problems and other physical disabilities, including incontinence, and in the use and care of aids and personal equipment. ▪ To help serve meals, prepare and clear dining room and assist residents with eating as required. ▪ To make beds, tidy rooms, and emptying of commodes. ▪ To care sensitively to residents who are unwell or requiring palliative care. ▪ To escort residents to hospital out-patient appointments as required. ▪ To answer emergency bells and the door and greet visitors in a courteous manner. ▪ To participate in the key worker system as defined within the establishment. ▪ To encourage residents to be involved in, welcome and encourage their participation in activities so that they can participate and remain emotionally and intellectually stimulated. ▪ Assist as required with social functions that take place. ▪ Support and work closely with families and friends offering them professional and emotional support, sensitive to individual need. ▪ To assist as directed, in the preparation, implementation, review and update of all residents care plans in line with their personal wishes and preferences in accordance with Abbeyfield The Dales policies. ▪ To perform such other duties as may reasonably be required.
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	<p>General duties</p> <ul style="list-style-type: none"> ▪ Understand and observe all relevant regulations and Abbeyfield The Dales policies and procedures. ▪ Be familiar with the administrative records and ensure that all records are kept up to date. ▪ To follow appropriate procedures in the event of accidents/ emergencies e.g. fire, missing residents. ▪ Ensure that all areas are safe and secure at all times whilst on duty. ▪ To report and advise the relevant persons with respect to the repairs and maintenance of the establishment. ▪ Undertake cleaning and laundry duties as outlined by Manager to maintain a clean and safe living and working environment at all times.
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General Requirements:	<ul style="list-style-type: none"> ▪ To be flexible about working hours. ▪ To be approachable and supportive to staff and managers. ▪ To attend staff meetings when appropriate and to be available for one to one sessions as agreed. ▪ To attend appropriate training and development sessions as agreed with the Manager. ▪ To maintain confidentiality at all times. ▪ To carry out any reasonable duties as requested by the Manager. ▪ To be aware of and comply with safe working practices as laid down by the Health and Safety at Work Act. ▪ To uphold and promote equal opportunities in employment practice and service delivery.
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CANDIDATE PROFILE	
Essential Requirements:	Desirable Requirements:
<p>A. Ability to communicate and interact well with people</p> <p>B. To be able to read, write and work with numbers to a good standard</p> <p>C. Ability to work well as part of a team.</p> <p>D. A willingness to undertake training to achieve NVQ Level 2 qualification or equivalent</p> <p>E. Demonstrate an empathy and understanding of the needs of older people</p> <p>F. Ability to carry out all aspects of the role to a high standard at all times</p>	<p>G. Experience in a similar role within a health or social care setting</p> <p>H. A relevant NVQ Level 2 qualification or equivalent.</p> <p>I. Working in services for older people</p> <p>J. Evidence of continuing training and development.</p>