**Job Description**

**Job Reference Number: RB1123WE**

**Job Title**: Relief support worker/companion

**Reporting to**: The employer will be the wife of the person requiring support.

**Location**: Strachan, Banchory

**Rate of pay**: Enhanced carer rate £15/£18 dependant on experience

**Hours of work**:

**Up to 20 hours per week (Term time only)**

Any hours considered between Monday – Friday during; daytime only, no evening or weekend work required.

**Nature of the job role**: Supporting an elderly gentleman who has mobility and memory issues with daily activities while his wife is at work.

Morning shifts will require providing help with getting up, dressing, washing and preparing breakfast and preparing/heating up lunch.

Afternoon care will mainly be for companionship.

**Training below will be offered and paid for by the employer:**

Training will be provided as required

**Annual Leave:**

28 days pro rata annual leave is paid. The employer does not recognise public holidays.

**Desirable:**

Caring, presentable, reliable and punctual.

**References and Protecting Vulnerable Groups (PVG) Scheme:**

A reference from 2 employers, one of which should be current or recent may be required. Employees will be required to register with the PVG Scheme.

**Cornerstone’s Self-Directed Support Service exists to support people to employ their own Personal Assistants and/or purchase services using SDS Payments. As an organisation we are not the employer but merely assist people to recruit staff when required. If you are employed, your contract will be with the person in receipt of the SDS Payment and not with Cornerstone.**

**Person Specification**

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| **Attributes** | **Essential**  **(The minimum acceptable levels for safe and effective job performance)** | **Desirable**  **(The attributes of the ideal candidate)** |
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| **Experience** | Experience of working with adults/children with support needs. | Experience of working with people in their own home |
| **Education and Qualifications** | Good standard of education  Willingness to undertake relevant training. |  |
| **Skills/Abilities specific to the post** | Ability to:   * Communicate clearly and sensitively * Use own initiative/self motivation * Be flexible and adaptable * Work independently or as part of a team * Use a positive and supportive approach | Ability to:   * Form positive relationships with family |
| **Inter-personal and social skills** | Good communication skills  To be kind  A sense of humour, happy disposition |  |
| **Additional requirements for this post** | Reliable  Good timekeeping | Valid driving licence and willingness to use the owner’s car to take the client to Banchory to meet family. |