**Job Description**

**Job Reference Number: SA0824PB**

**Job Title**: Support Worker/PA

**Reporting to**: Family Member

**Location**: Aberdeen

**Rate of pay**: £12.50 per hour

**Hours of work**: Up to 54 hours per week. Monday to Friday 4.00 p.m. to 10:00 p.m. Saturday and Sunday – 8.00 a.m. to 10.00 p.m. These shifts can be shared.

**Nature of the job role:** To support a young man who has spina bifida, hydrocephalus, gall bladder shunt, arnold chiari malformation and is paralysed from waist down. He requires peg feed, suctioning, catheterisation, Tracheostomy and ventilation. Emergency BLS training will is required.

**Main duties**: To support the young man in feeding, toileting but also to help him spend some quality time enjoying outings and having fun.

**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:**

Calm and confident. Competent and flexible.

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

A reference from 2 employers, one of which should be current or recent will be required. Employees will also 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 individuals with support needs. | Experience of working with people in their own home  Experience of working with clients who have had some of the conditions experienced by the young man would be helpful but is not essential |
| **Education and Qualifications** | Good standard of education  Willingness to undertake relevant training |  |
| **Skills/Abilities specific to the post** | Ability to:   * Communicate clearly and sensitively. Be a good listener. Build relationships and gain trust. * Use own initiative/self motivation * Be flexible and adaptable * Work independently * Use a positive and supportive approach, ensuring safety and wellbeing of the young man at all times | Ability to:   * Form positive relationships with family |
| **Inter-personal and social skills** | Excellent communication skills  A sense of humour, happy disposition |  |
| **Additional requirements for this post** |  | A driving licence would be helpful for outings but is not essential. |