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| Job Description  SS1121SW | | |
| 1 | Employer | |
| The employer is the daughter of the couple who requires care/support. | | |
| 2 | Job Identity | |
| **Post Title:** | | Carer/ Support Companion |
| **Location:** | | St Combs |
| **Hours of Work:** | | **24 hours per week**  **Monday to Sunday 12.30pm – 4pm or 1pm- 5pm**  **(This post could be covered by 2 carers)** |
| **Term:** | | Permanent. Subject to a 3-month trial period |
| 3 | Remuneration | |
| **Hourly Rate:** | | **£9.79 per hour** |
| 4 | Summary of job role | |
| To assist an elderly couple, with dementia, so they can continue to live as independently as possible in their own home. To support them with companionship, conversation, meal preparation and assist with any personal care as the role changes. To go out to enjoy an activity, coffee. To be friendly and build up a trusting relationship. | | |
| 5 | Main Duties | |
| * provide companionship, conversation and stimulation, memories & reminiscing * providing assistance to cook meals at lunch and for suppertime * Assist with shopping * Go out for a drive/coffee/activities * Engage in activities keep interests going * prompting with personal care * To be flexible as support needs change * Maintaining safety at all times. * To work according to guidelines and instructions given by the care manager and the employer * Respecting this couple and the employer’s privacy – ensuring confidentiality at all times * Maintaining a happy working environment | | |
| *Any questions concerning duties may be raised at the interview stage* | | |
| 6 | Supervision | |
| The Carer(s) will be directed by and accountable to the employer. It is necessary to ask the employer what the duties are, observing her directions and requests. It is also necessary to respect and promote the dignity and privacy of the couple, who require support. | | |

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| 7 | Training |
| *Full training shall be offered to any successful applicant and shall be paid for by the employer*  Training requirements:   * Dementia training, Adult Support and Protection, Medication Management. First Aid and Food Hygiene | |
| **References and the Protecting Vulnerable Groups Scheme**  A reference from 2 employers, one of which should be current or recent is required. Employees will be required to register with the PVG (Protecting Vulnerable Groups) scheme. Further information can be found at [www.disclosurescotland.co.uk](http://www.disclosurescotland.co.uk) | |

**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)** |
| **Experience** | Experience of caring for someone in a social care setting or in their own home | Experience of supporting someone living with dementia |
| **Education and Qualifications** | Good standard of education  Willingness to undertake relevant study and training | SVQ Level II in Social Care |
| **Skills/Abilities specific to the post** | * Work on your own initiative and according to the employer’s instructions * Good team worker/player * Create and maintain a trusting relationship with the lady and the employer, whilst maintaining family privacy * Demonstrate good interpersonal skills * Be a sensitive, but confident communicator * Be consistent in approach and care tasks | Awareness of adults at risk protection issues |
| **Qualities** | * Caring and kind * Flexible and adaptable * Understanding and patient * Trustworthy and honest * Reliable and dependable * Be sensitive and aware * Sense of humour |  |
| **Additional requirements for this post** | Good timekeeping  Access to a vehicle and a full driving licence |  |