**Job Description**

**Job Reference Number:ME1024GW**

**Job Title**: Support Worker/PA

**Reporting to**: The employer will be the mother of the young woman receiving support.

**Location**: Ellon

**Rate of pay**: £13.86

**Hours of work**:  **5 hours every second Saturday, Sunday or Monday**

**Nature of the job role: To accompany a young woman with a learning disability and epilepsy on social outings**

**Main duties**: To accompany to the cinema, theatre, a drive and stop off for cake, any other activity as identified by the family which the woman would enjoy. She can experience ‘drop seizures’ and requires a high level of supervision at all times.

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

Adult Support and Protection

Epilepsy

**Annual Leave:**

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

**Desirable:**

Caring, experienced and reliable

**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 adults/children with support needs would be beneficial | 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. Be a good listener. * Use own initiative/self motivation * Be flexible and adaptable * Work independently * Use a positive and supportive approach * Ensure the safety and well-being of the young woman 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** | Driving Licence is essential. |  |