

Job description

Staff will be encouraged and supported to see their work in terms of helping people to achieve their goals and desired outcomes and not just to perform the prescribed tasks. The job description is a broad description of the duties a Carer Support Worker will be expected to perform with some examples given for what the main duties actually involve. The exact duties to be carried out for each person with care needs are not limited to those examples, these will be agreed with a senior member of staff before the Carer Support Worker begins providing support and will then be set out in a care plan. Comprehensive induction training will be provided. Staff will not work unsupervised until induction has been successfully completed.

Crossroads Caring for Carers provides support to carers and people with care needs 24 hours a day, 365 days a year. The Carer Support Worker's working pattern will be agreed between them and a senior member of staff.

Job title: Carer Support Worker

The Carer Support Worker will work in the service user's home.

Responsible to: Management Team

Main aims of the post

- To provide support to carers and people with care needs including emotional support.
 - To provide personal care.
 - To carry out domestic tasks.
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Duties to include

1. To assist with personal hygiene, for example helping the person with care needs to have a bath or shower, to go the toilet or to care their skin and hair.
2. To assist with dressing/ undressing, choice of clothes and personal appearance.
3. To support the person with care needs with their medication
4. To assist with mobility including use of wheelchairs, hoist etc.
5. To assist with a therapeutic programme designed by a medical professional.
6. To provide emotional support, companionship and a safe environment for those in need of supervision and help.
7. To carry out basic first aid and summon emergency service.

8. To report any concern of abuse or the welfare or safety of any adult and child there is contact with at work to a line manager/ nominated person/ person on call.
9. To undertake specialised tasks as agreed and after appropriate training, for example, administration of medication by specialised techniques, toe nail care and assist with oxygen therapy.
10. To support with organised group activities for people with care needs.
11. To support the people with care needs with activities outside their home, for example community activities, shopping, day trips, attending medical appointment.
12. To prepare meals and drinks and provide assistance with eating/ drinking.
13. To help clean the home for example: washing up, vacuuming, cleaning the bathroom and doing laundry.

Health and safety

14. To care for their pets.
15. To implement, operate and maintain safe system of work in accordance with Crossroads Caring for Carers policies, procedure and guidance, training and associated risk assessments.
16. To report to your manager any situation or issues for concern relating to significant foreseeable risks, incidents (including near misses) and/ or accident which gives cause for concern in relation to safe system of work (affecting your own health and safety or that of others affected by your work activities)

General

- To be committed to safeguarding and promoting the welfare of vulnerable adults and children.
- To work at all times within the philosophy and policies of Crossroads Caring for Carers.
- To comply with the Health & Safety at Work Act 1974 and with Crossroads Caring for Carers policy, paying particular attention to the reporting of dangerous situations.
- To respect the personal choice and lifestyles of colleagues, carers, and people with care needs, ensuring that Equal Opportunity principles are applied at all times.
- To comply with the Code of Conduct, which includes the importance of upholding the dignity of each individual you care for and being committed to this.
- To undertake any other duties that may be considered commensurate with the level of the post and that are set out in the care plan.

Person specification

| Essential | Desirable |
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| <p>Experience</p> | <p>Experience of providing care. Experience of working with vulnerable adults and / or children.</p> |
| <p>Qualifications</p> <p>Commitment to undertake Health and Social Care Diploma level 2 within two years of appointment.</p> | <p>Health and Social Care NVQs level 2 or 3 / Health and Social Care Diploma level 2 or 3.</p> |
| <p>Skills and abilities</p> <p>Able to develop good working relationships with carers and people with care needs while maintaining appropriate personal boundaries. Able to work independently and take initiative while working within Crossroads policies, procedures, guidance. Able to demonstrate care and respect for vulnerable adults and children. Able to demonstrate good verbal and written communication skills.</p> | |
| <p>Knowledge</p> <p>Understanding of the importance of confidentiality.</p> | <p>Understanding of the needs of carers.</p> |
| <p>Other</p> <p>To be committed to safeguarding and promoting the welfare of vulnerable adults and children. Able to work in the area covered in a time and cost effective manner. Drivers will only be permitted to carry service users if they have held a driving licence for at least one year and have no more than six points on their licence. Applicants must be willing to undergo screening appropriate to the post, including checks with past employers and the Criminal Records Bureau.</p> | |