

SUPPORT WORKER JOB DESCRIPTION

JOB TITLE: Carer

REPORTS TO: Manager/Senior

SUMMARY OF CARE:

 Undertake care/support work with the sensitivity required to provide services in a way which will preserve the dignity, privacy, choice, independence, fulfilment and the rights of service users and their carer/family members.

* To undertake personal care or support tasks as outlined in the client's Care/Support Plan.
* To maintain good communication and develop effective working relationships with Clients.
* Liaise with agency staff and/or other professions as necessary or as directed.
* To adhere to all Home Sweet Home policies and procedures.
* To alert senior/management of any changes in the client's condition or circumstances. To complete all documents required.
* To develop good communication links with any carer or family member in the client's home, whilst maintaining professional boundaries.
* To prepare and assist with meals as outlined in the care plan.
* To undertake housekeeping, household cleaning and laundry duties as requested if outlined in the care plan.
* To support with purchasing of provisions to provide and maintain an adequate, balanced and stimulating diet whenever necessary, receipts must be kept for reference.
* Ensure a safe as possible living environment for clients, whilst respecting client’s choice and rights.
* Ensure the client is not put at risk as a result of carers/support activities.
* Work as part of a team and equally be able to work alone.
* Dress appropriately for post in accordance with the Home Sweet Home dress code policy.
* Take responsibility for the safe handling of property and equipment belonging to the client.
* Attend supervisions, training and staff meetings, as required.
* To be willing to travel between client's homes in the most efficient way possible. (car, cyclist, knowledge of public transport).
* Be willing to work within client's own homes and accept different environments and varying capabilities of clients.
* Be available and willing to undertake any other tasks specified by management relevant to the role and to the needs of the clients.
* Ensure all company paperwork is completed correctly and in a timely manner.
* Contact the on-call manager to express any concerns in relation to any clients you support.

At Home Sweet Home we believe passionately about Person centred care and enabling out clients to be supported well in their own homes maintain their dignity, respect and confidentiality always.