

**Job Description and Person Specification Companion Carer**

**LOCATION:**In customer’s homes in the community.

**RESPONSIBLE TO:**Karen Smith of Angel4Elders

**PURPOSE:**To offer practical, flexible assistance to help older people to maintain their independence, gain confidence and provide support to maintain social networks.

To help in meeting the physical, emotional and social needs of clients in a way that promotes independence and respects the dignity of individuals.

**JOB DESCRIPTION:**

1. To provide companionship
2. To participate in activities (games/crafts) to help stimulate the mind
3. Supporting the normal running of a client’s household, including washing, ironing, shopping and making beds.
4. Supporting clients to collect prescriptions, pay household bills, and any additional activities as required.
5. Accompanying customers to appointments where necessary.
6. To provide respite for main carer’s looking after loved ones with dementia.
7. To immediately report to Karen Smith of Angel4Elders:
* Any change in a client’s condition.
* Any other problems that may have or could arise.
1. To liaise with other support services, e.g. District Nurses, where necessary.
2. To maintain and respect client’s confidentiality at all times.
3. To supply brief written reports if necessary.
4. To ensure the safety and welfare of client’s, yourself and other staff in relation to your activities and responsibilities.
5. Any other duties as may be reasonably requested.

**PERSON SPECIFICATION**

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| **SPECIFICATION** | **ESSENTIAL** | **DESIRABLE** |
| **EDUCATION & TRAINING** | Basic Education | * Moving & Handling
* First Aid
* Health & Safety
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| **EXPERIENCE** | To have a sensible and level-headed approach | Experience of working in the community or with older people |
| **SKILLS/ATTRIBUTES** | * Ability to work within a team, or on your own
* To have good communication skills
* To work on own initiative
* To be flexible
* Tact, courtesy and patience.
* Patience, having the ability to calmly and coolly handle situations that arise during care without becoming frustrated.
 | Putting yourself in their shoes |
| **VALUES/ATTITUDES** | * Commitment and loyalty to the organisation
* To be honest and trustworthy and respect confidentiality
* Sympathy and sensitivity to the needs and aspirations of frail, older people, their families and carers.
 | * Understanding of the needs of older people
* Understanding of the rights and choices of older people
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| **OTHER** | Ability to work with a minimum of supervision | A knowledge and understanding of dementia |

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**SUMMARY OF TERMS AND CONDITIONS OF EMPLOYMENT:**

SALARY: £10.00 per hour

HOURS OF WORK: This post carries no fixed hours per week.

TERMS OF APPOINTMENT: The services you provide to Angel4Elders are on an

 ad hoc and casual basis.

HOLIDAYS: 5.6 weeks paid holiday per year (pro rata depending on hours worked)

RESPONSIBLE TO: Karen Smith