CAREGiver Job Description

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| **COMPANIONSHIP SERVICES** Basic function*To provide professional companionship services* Primary responsibilities include but are not limited to the following:   * Offer companionship and conversation * Monitor diet and eating * Provide medication reminders * Stimulate and encourage through a variety of activities * Arrange appointments, activities and outings * Organise mail and write letters * Assist with walking (lending an arm to steady) * Accompany to appointments and social events |

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| **HOME HELP SERVICES** Basic function*To provide professional companionship services and also the following* Primary responsibilities include but are not limited to the following:   * Run errands / collect prescriptions etc * Provide light housekeeping/complete laundry * Make beds / change linen * Organise and tidy cupboards * Plan, prepare and tidy away meals * Answer the door * Assist with pet care * Help with shopping |

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| **PERSONAL CARE SERVICES** Basic function*To provide professional companionship services and also the following* Primary responsibilities include but are not limited to the following   * Help with bathing, dressing and grooming * Help with continence care * Assist to eat and drink * Provide dementia / Alzheimer care * Provide respite / convalescence care |

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| C:\Users\sharon.jones\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.IE5\MA3XXY7Y\Home Instead 2 Tier Logo Purple Horz Medium Res.jpg  **Person Specification** | **Essential / desirable** | **Method of assessment** |
| **Qualifications** | | |
| S/NVQ level 2 in a related field  Willing to take part in training courses including S/QCF | D  E | Application form / CV  Application form /  Interview |
| **Experience** | | |
| Experience of interacting or working with elderly people either paid or unpaid | E | Application form / interview |
| **Knowledge and abilities** | | |
| Good standard of oral and written English  Ability to support clients in their own homes and maintain clients independence  Ability to follow instructions and local policies and procedures | E  E  E | Application form/interview  Interview  Interview |
| **Additional requirements** | | |
| A full driving licence  Flexibility and willingness to work unsocial hours including night shifts | D  D | Application form  Application form/interview |