

JOB DESCRIPTION

Job Title:	Care Assistant
Location:	Corkey House, 1 Forthriver Crescent, Belfast BT13 3SR
Council:	Council for Social Witness (Older People Services)
Hourly Rate:	£11.63 per hour (no NVQ) £11.69 per hour with NVQ/QCF Level 2 in Health and Social Care £11.73 per hour with NVQ/QCF Level 3 in Health and Social Care
Hours:	24 hours per week
Responsible to:	The Head of Home
Main function:	To provide care and support for residents within the Christian ethos and aims of the Council for Social Witness

Background Information

The Council for Social Witness (Older People Services) is part of the work and witness of the Presbyterian Church in Ireland and its aim is to provide care for older people in a specifically Christian ethos and environment, placing great emphasis on offering spiritual support and encouragement to residents, as well as physical care.

Corkey House is one of 6 homes for older people run by the Council for Social Witness (Older People Services) and is situated at 1 Forthriver Crescent, Belfast BT13 3SR. The Home accommodates 35 residents who have a variety of physical, social, emotional and spiritual needs and varying levels of dependency.

The Home operates a No Smoking Policy.

DUTIES

1. To be a Key Worker/Primary Worker to residents.
2. To help residents with dressing/undressing, toileting/bathing where necessary.
3. To assist and encourage residents' mobility as required.
4. To encourage residents to be as active and as independent as possible.
5. To carry out all care tasks with respect for the residents' dignity and privacy.
6. To give residents maximum choice over their lifestyle and affairs.
7. To help residents exercise their rights as citizens.
8. To promote and take part in social and recreational activities within the home, which are designed to enhance quality of life.
9. To administer resident's medication after appropriate training.
10. To contribute to the assessment of and care planning for resident's needs.
11. To accompany residents on external visits, when necessary, e.g., hospital appointments, trips.
12. To refer enquiries about residents to the Management of the Home.
13. To be prepared, after training, to take on additional responsibilities in order to act up if and when required.
14. To be prepared to undertake NVQ training.
15. To attend staff meetings and training sessions as required.
16. To complete appropriate written records as required.
17. To follow appropriate policies and procedures.

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18. To adhere to the standards laid down by the NISCC Code of Practice for Social Care Workers.
19. To ensure that safe working practice is adhered to at all times.
20. To work effectively as part of the team.
21. To maintain dignity, respect and confidentiality as required.
22. To carry out any other reasonable duty as required by Management of the Home which is necessary for the support and well-being of the residents.

This job description is intended to be neither definitive nor restrictive and can be changed or augmented at any time to meet changing needs.