

## The Presbyterian Church in Ireland

### **JOB DESCRIPTION**

<b>Job Title:</b>	<b><i>Relief Cook</i></b>
<b>Location:</b>	<b><i>Trinity House, 15 Kilrea Road, Garvagh</i></b>
<b>Council:</b>	<b><i>Council for Social Witness (Older People Services)</i></b>
<b>Hourly Rate:</b>	<b><i>£12.02 per hour</i></b>
<b>Hours:</b>	<b><i>As and when required</i></b>
<b>Responsible to:</b>	<b><i>The Head of Home</i></b>
<b>Main function:</b>	<b><i>To assist the Cook to plan and cook nutritional meals (including baking) to meet the needs of the residents, within the Christian ethos and aims of the Council for Social Witness.</i></b>

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#### **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.

Trinity House is one of 6 homes for older people run by the Council for Social Witness (Older People Services) and is situated at 15 Kilrea Road, Garvagh. The Home accommodates 50 residents who have a variety of physical, social, emotional and spiritual needs and varying levels of dependency, including a 16 bed Unit for those with a diagnosis of dementia.

The Home operates a No Smoking Policy.

#### **DUTIES**

- To assist the Cook with food preparation, cooking and baking.
- To cook meals on a relief basis as and when required.
- To prepare vegetables.
- To help prepare snacks (e.g. tea, sandwiches, supper's etc.)
- To serve food.
- To clean and tidy work areas in the kitchen, including shelves, drawers and cooker.
- To wash dishes.
- To clean floors, tiles and appliances.
- To take rubbish to bins.
- To take part in staff meetings within the home.
- To take part in any training sessions held in the home.
- To carry out any other reasonable duty which is necessary for the support and well-being of the residents.

**The above duties will require the moving of furniture.**

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## ***STAFF MUST USE THE EQUIPMENT PROVIDED IN THE CARRYING OUT OF THEIR DUTIES***

In carrying out the duties of Relief Assistant Cook, the person will require the following:

- To be in sympathy with the Christian ethos of the Presbyterian Church in Ireland.
- To have integrity, honesty and patience.
- To have an understanding of the needs of the elderly in a nursing/residential home situation.
- To have an even temperament.
- To have an ability to work as a member of the caring team.
- To have an ability to treat residents as individuals and tolerate their likes and dislikes.
- To respect the authority and direction of the senior members of Staff in the Home.

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