

Care Worker Job Description

Position:	Care Worker
Reporting to:	Care Co-ordinator
Responsible to:	Care Manager

Purpose of the Position

To meet the personal care needs of service users in a way that respects the dignity of the individual and promotes independence. Care provided by care workers is expected to include care that would be reasonably given by the members of the service users' own family and is not expected to include tasks that would normally be expected to be undertaken by a trained nurse.

Principal Responsibilities

1. To follow the directions of the Care Manager and/or co-ordinator in the care to be provided to each individual service user.
1. To assist service users, who need help with getting up in the morning, dressing, undressing washing, bathing and toileting.
2. To help service users with mobility problems and other physical disabilities, including incontinence; help in use of aids and personal equipment.
3. To help care for service users who are dying.
4. To help in the promotion of mental and physical activity of service users through talking to them, taking them out, sharing with them in activities such as reading, writing, hobbies and recreations as indicated on the care plan.
5. To make and change beds; tidy rooms; do light cleaning and empty commodes.
6. To launder service user's clothing.
7. To set tables and trays; serve meals; feed service users who need help; prepare light meals and wash up.
8. To read and write reports; take part in staff and service users' meetings and in training activities as directed.
9. To perform such other duties as may be reasonable required.
10. To comply with the Organisation's guidelines and policies at all times.
11. To report to the Co-ordinator and/or Care Manager any significant changes in the health or circumstances of a service user.
12. To encourage service users to remain as independent as possible.

Person Specification – Essential Criteria

1. Self motivated and organised.
2. Caring and sensitive to needs of others and to the sick and infirm.
3. An active team player but also able to work on own initiative.
4. A good communicator.

All staff are required to respect confidentiality of all matters that they might learn in the course of their employment. All staff are expected to respect the requirements under the **Data Protection Act 1998**. All staff must ensure that they are aware of their responsibilities under the **Health and Safety at Work Act 1974**.

*The post is exempt from the **Rehabilitation of Offenders Act 1974**. All applicants will be required to undergo an Enhanced Disclosure check with the Disclosure and Barring Service and provide a clear disclosure prior to employment.*

Athlone Care is an Equal Opportunities employer.

CARE WORKER PERSON SPECIFICATION

CARE WORKER	ESSENTIAL	DESIRABLE
Qualification	<ul style="list-style-type: none"> • Literate / numerate • Neat / legible handwriting 	<ul style="list-style-type: none"> • Any other relevant qualifications • Level 2, 3 or 5 Diploma in Social care
Experience	<ul style="list-style-type: none"> • An understanding of the needs of elderly people • Care / Support work experience 	<ul style="list-style-type: none"> • Previous experience in Community Care, Learning and Physical Disabilities or both.
Special aptitudes	<ul style="list-style-type: none"> • Good report writing. • Good listener / observer • A caring attitude for the client group 	
Attitude	<ul style="list-style-type: none"> • Calm under pressure • Flexible • Good time keeper • Willing to be helpful 	<ul style="list-style-type: none"> • Cheerful • Sense of humour • Enthusiasm • Good appearance
Physical	<ul style="list-style-type: none"> • Able to carry out the job effectively 	<ul style="list-style-type: none"> • A good health record • Able to do some housework
Others	<ul style="list-style-type: none"> • Enhanced Disclosure Check • Own Transport 	