

## Senior Care Worker – Extra Care Housing Role Profile

### Role Purpose

To provide care and support as detailed specifically in the service user plan provided for each client.

The role of Senior Care Assistant is to meet the needs of their service users and to ensure they are supported as detailed in the service user plans, ensuring at all times that their privacy, dignity and independence is maintained.

To support the management team in the effective and efficient running of the service and its development.

### Key Relationships

<b>Line Manager:</b>	Scheme Coordinators and Extra Care Managers
<b>Direct Reports:</b>	N/A

### Main Accountabilities and Responsibilities

1. To work in accordance with Care Quality Commission and MioCare Group policies and procedures.
2. To ensure that all duties directed by the Registered Manager and detailed in the service user plan and risk assessments are carried out in full, providing high quality personal care to the client.
3. To inform the Manager immediately in regard to any emergency situations, or if the client experiences a noticeable change in their behaviour or care needs. To respond accordingly to the changes, reporting concerns to relevant people including medical professional and any other appropriate body.
4. To work supportively and pro-actively alongside GP's, nurses, physiotherapists and any other professionals involved in the care and wellbeing of the client.
5. Maintain awareness of your role in providing assistance, guidance and support to the Service users, allowing them to remain as independent as possible.
6. To inform the Manager if there is any suspicion of abuse from anyone towards the Service users and respond accordingly to the changes, reporting concerns to relevant people including medical professional and any other appropriate body.
7. Demonstrate a commitment to equality and diversity and respect for the rights of service users to privacy, dignity and confidentiality.
8. To work independently and as part of team to ensure effective service delivery.
9. To coordinate the team and work schedules to ensure effective service delivery.
10. To ensure that furnishings and fittings are of a good standard and to bring to the attention of the manager any defaults.
11. To ensure the security of the building and ground is safe and report any concerns to the relevant persons.

## Person Specification

	Selection criteria (Essential)	Selection criteria (Desirable)	Assessment Method
<b>Education and Qualifications</b>		NVQ 2 or equivalent.	Application form / Interview
<b>Experience</b>	Experience of working unsupervised and as part of a team.	Experience of working in the care sector.	Application form / Interview
<b>Skills and Abilities</b>	<p>Ability to communicate effectively.</p> <p>Ability to produce clear and accurate daily records and have the ability to present verbal and written information to other staff members about service users.</p> <p>Numerical skills.</p> <p>Ability to work on own initiative and as part of a team and relate to older people.</p> <p>Ability to transfer and move dependent clients using the equipment provided.</p> <p>Ability to work in a non-discriminatory way and in accordance with equal opportunities, policies and procedures.</p> <p>Ability to provide all aspects of physical and emotional care to dependent clients, and to create an environment in which the service user is comfortable.</p>		<p>Application form / Interview</p> <p>Application form / Interview</p> <p>Application form / Interview</p> <p>Application form / Interview</p> <p>Application form / Interview</p> <p>Application form / Interview</p> <p>Application form / Interview</p>
<b>Knowledge</b>		A basic knowledge of Care Quality Commission requirements.	Application form / Interview
<b>Work Circumstances</b>	<p>Shift working / weekend and bank holidays and sleep in duties.</p> <p>This post will be subject to an enhanced DBS.</p>		Application form / Interview