

## JOB DESCRIPTION

**Profile:** The person appointed to this post will be passionate about the concerns and needs of older and vulnerable people within the local church and the wider community, They must have a servant heart and the ability to be part of a team.

**Job Title:** Home Support Worker

**Aim:** To provide assistance to persons who are experiencing short or long term deficit in ability and independence. The support is intended to be in deficit only and is not a domestic service. Home support workers are placed in a client's home once assessed as needing support with domestic, laundry, and/or shopping. The aim is to promote a healthy sense of well being by offering practical support in those areas where a client is struggling to maintain control and independence in their own circumstances. Home Support Workers do not attend to tasks that the client themselves are able to manage, it is not our intention to create dependence. This is a Monday to Friday service. Home Support also provides Well Being visits which are a minimum 30 minute call to ensure that all is well and if necessary undertake any little domestic tasks (such as taking out the rubbish, helping make the bed). The Wellbeing service is provided seven days a week apart from public holidays.

This is a rewarding service and Home support workers whilst they develop meaningful relationships with their client group; remain guests in their client's homes and should always be mindful of this.

**Trust Ethos:** To further the Kingdom of heaven, upholding the teachings of Jesus Christ and practising Kingdom Values, i.e., as you do it unto the very least, you do it unto me.

**Responsible to:** Home Support Co-Ordinator/Chief Executive Officer

### Areas of Work:

-  Once a client has been assessed as needing support with maintaining a clean, sanitary and safe environment a plan of action will be devised with the client. A Home support worker will be allocated with an agreed day, time, service(s) and cost with both parties. A contract is signed and a client file is placed in the client's home.
-  The Home Support Worker will carry out those duties which provide support to the client. They are encouraged to use their initiative and common sense in all aspects of service and are advised not to take unnecessary risks with any task, putting themselves or the client in any potential or actual danger. Examples of this might include standing on furniture to clean internal windows, pulling out furniture that may be too heavy or awkward to manage safely and the safe and lawful use of your vehicle when shopping with or for a client.
-  The home support worker will maintain accurate records of time, service provided and any outstanding information that would be beneficial to report. In particular, details of money, bank details, receipts and change for shopping and or paying bills etc. This would also include details of any gifts given to the worker by the client.
-  The home should be left clean, orderly and secure.

**Other Requirements:**

-  Identification and uniform should be worn whenever entering a client's home and providing home support services.
-  The confidentiality policy must be applied and adhered to at all times.
-  Post holders will be required to register with the Trust and agree to DBS disclosure, provide two character references and details of any training and work experience with older people and vulnerable adults. Employees will be expected to attend regular staff meetings and training sessions. Remuneration for attendance is agreed by the Trust.
-  The Trust is careful to ensure that post holders demonstrate a sincere regard and respect for older and vulnerable adults, honesty, commitment and reliability.

**Conditions:**

This is a part-time post where regular hours cannot be guaranteed  
Salary – £7.50 per hour plus expenses  
Holiday – four weeks per year pro rata