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| beach sceneArgyll and Bute Council |
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**Job Description**

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| **Job Title:** | Assistant Social Care Worker |
| **Department** | Community Services  |  **Section:** |  Adult Services |
| **Location:**  | Ardfenaig | **Grade:**  |  LGE6 |
| **Responsible To:** | Unit Manager |

**Main Functions**

The main function of the post is to work in conjunction with the Management Team to provide personal care and domestic support to nominated residents.

You will respond to personal care needs which will include moving and handling, bathing and toileting. You will also be responsible for the cleaning programme for bedrooms and en-suite facilities for these nominated residents.

**Job Activities**

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| 1. | The Assistant Social Care Worker will work in conjunction with the Management Team of the service to provide personal care and domestic support to residents. |
| 2. | You will work flexibly as part of a tem delivering personal care and some domestic support services to residents. This will include working late and early shifts and weekends.  |
| 3. | Under the direction of the Management Team you will support residents with keeping their room and en-suite facilities clean, safe, homely and of an individual appearance that reflects their wishes and previous lifestyle as far as possible.  |
| 4. | You will assist with personal tasks such as sewing, letter writing and small items of personal shopping.  |
| 5. | Assist with personal care such as bathing, toileting and moving and handling.  |
| 6. | Support with socialising such as going out for walks, taking afternoon tea.  |
| 7. | Assist the key worker with person centred planning for named individuals.  |
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**Person Specification**

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| **Criteria / Attributes** | **Essential** | **Desirable** |
| **Qualifications / Training** | Good general education | SVQ 2 in Social Care or other relevant qualification |
| **Experience** | Understanding of the needs of the elderly person | Work in the field of older people’s services and be able to assist in the creation of an environment where social, emotional and physical needs are met.Training in the field of elderly care. |
| **Skills/Knowledge** | Knowledge of needs of the older person and issues facing them and their carers. | Aware of the Council’s aims and objectives.Awareness of policies and procedures. |
| **Personal Qualities** | Adaptable to changing situations.Good communication skills, both verbal and written.An ability to function as part of a team. |  |
| **Other Requirements** | Successful applicant to undertake appropriate mandatory and SVQ level training.Successful applicant will apply to Protecting Vulnerable Groups for disclosure. |  |