JOB DESCRIPTION

Job title	Care Worker
Reporting to	Senior Care Worker
Accountable To	Care Manager
Based at	Edinburgh
Working hours	Variable
Summary of role	To provide a high level of service to our clients in line with regulatory and customer requirements.

Job content and key accountabilities
1. Ensuring care tasks are carried out as per each individual care plan. Including: • getting up and going to bed • bathing, showering, hair washing, shaving, oral hygiene, skin, foot and nail care • dressing • continence management • toileting, catheter/stoma care, skin care, incontinence laundry, bed changing • eating, drinking, special diets • surgical appliances, prostheses, mechanical and manual aids • pressure care • palliative care
2. Ensuring all documentation is updated in full following each scheduled visit.
3. Identifying and maintaining the physical, emotional and social needs of the client.
4. Incident reporting to the office so that appropriate action can be taken within a reasonable timescale.

5. The ability to assist clients with their daily activities in their own home environment
6. The ability to maintain confidentiality at all times.

7. Provide advice and personal support for: • behaviour management according to the care plan and risk assessment • Psychological support, such as prompting • The use of specialist equipment • Medication prompt • To accompany individuals in social activities and assist in developing and maintaining the social interests of the individual. • To monitor and assist in household and personal budgeting as appropriate.
8. Work in accordance with Margarot Forrest Care Management policy and procedures.
9. Participate, as required in the Margarot Forrest Care Management Forums.
10. Be able to act as a positive representative of Margarot Forrest Care Management, ensuring that clients have a positive experience with the organisation at all times.

Attributes	**Essential**	**Desirable**
Key behaviours	• Client focus • Embrace evolving developments • Actively encourage excellence • Act with integrity • Decisive action • Team working • Learn and develop • Relate and communicate	
Experience Care at Home	• Willing to work towards gaining professional qualifications. • Must have awareness of social, emotional and physical needs of people • Equality & diversity	Experience in providing Care Services within a Care at Home setting
Education/ Qualifications	• Working or willing to work towards SVQ Health & Social Care professional qualifications.	

Skills/abilities	• Be able to take decisive action • Have good organisational skills • Be competent in both written and verbal communications	
Desirable	• Full UK Driving Licence • SVQ Level 2 In Social Care or willing to work towards achieving this • PVG existing member	

2.Completing your application form

Incomplete details on application form will automatically result in forms not being accepted.

Candidates being invited to attend interview in writing (via post or email)

If your application is unsuccessful we will notify you in writing as soon as possible.

Employment History

We need you to give a full employment history in chronological order, accounting for periods of time when not employed, whether this is due to study or periods of unemployment.

Experience

Please refer to job description for specifics of post.

Person Specification

Please refer to the person specification prior to completing the application form and ensure that you address / complete each part.

Skills/Knowledge/Experience Required

- Good organisational skills and time management skills
- Ability to navigate between visits
- Previous experience in a health or social care setting
- SVQ Level 2 training or willing to undertake this training
- Ability to follow Margarot Forrest Care Management policies and procedures
- Good communication skills and interpersonal skills
- Positive attitude and approach to working with adults, children, carers and other professionals
- Flexible in working pattern and understanding the need for change based on needs led support