



## **POST: Care Assistant (Female)**

### **PURPOSE**

To provide a person centred quality care, assistance and support to female adults over the age of 18 who may be elderly, have physical or mental disability or have learning difficulties and are from the local BAME community.

The role falls within the genuine occupational requirement as per The Equality Act 2010.

### **REPORTS TO**

The Manager

### **THE ROLE**

Assist in the delivery of our care services and provisions to our female Members.

Undertake duties of care, support and assistance to our female Members as directed by the line management.

Effectively communicate to include the use of appropriate community language with our female Members, their families, carers and other users/ staff members.

Assist and support our female Members with their personal care and other needs.

Assist the Manager and participate in the timely completion of our female Members' care plans and role related administration tasks.

Ensure our values of Confidentiality, Privacy, Dignity, Safety, Choice, and Respect is maintained at all times.

Support, promote and encourage Independence, Fun, Confidence, Feedback, Involvement and wellbeing of our female Members.

Ensure all policies; procedures, legislation and guidance are adhered at all times. Such as Health & Safety, Equality & Diversity, Care Regulations.

Recognise and report safeguarding issues and concerns.

Assist in the devising and the delivery of our female Members social and mental activities, events, and our meal provisions.

Attend and actively take part in meetings, training sessions, Annual General Meeting and other role related events.

Assist and provide support in the transport needs of our female Members.

Make wellbeing telephone calls/ home visits to our female Members.

To be flexible in the working hours, duties and Milen Care business needs.

Establish and maintain a great working relationship with our female Members, internal and external colleagues and Management.

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