

JOB DESCRIPTION

Post:	Personal Assistant
Place of Work:	Based in employer's home in Birkhill, Angus and the wider community.
Rate of Pay:	£15 per hour
Hours of Work:	1 posts @ 20 hours per week Mainly daytime including weekend work Occasional waking night There will be some flexibility.

Background

I am an 21-year-old young person, I am living with Quadraplegic Cerebral Palsy; I use a powered wheelchair which I drive with head switches. I live in Birkhill, just outside Dundee with my parents. This year I have left school and will start college in September to undertake an HNC in Social Sciences. I am a keen gamer and access the X-Box and Switch via adapted head switching technology.

I am looking to employ personal assistants to help be become more independent and less reliant on my parents. The work will involve supporting me at home, supporting me with social activities including accessing social media, personal care and eating and drinking. I may also need help with routine health appointments and to take medication.

The role also includes supporting me in college and to access and undertake my academic work when necessary.

Main Duties

Personal Care:

- Assisting with eating meals.
- Dressing, undressing, and keeping my hair tidy.
- Getting in and out of the shower.
- Washing hair.
- Assisting with moving and positioning.
- Transferring using hoists
- Going to the toilet.
- Getting in and out of bed.
- Prompting and support with medication.

Domestic Tasks:

- General cleaning and keeping my personal spaces in the house tidy.
- Cleaning wheelchair
- Assistance with cooking, washing, and tidying up after meals
- Laundry, including changing beds and hanging out washing and ironing.

Other Tasks:

- Driving automatic car to transport as needed.
- Occasional assistance with shopping
- Support to attend college in September
- Accompany on appointments and social outings.
- Any other reasonable tasks.
- The successful post holder must always respect the confidentiality of the employer.
- Willingness to provide cover for other Personal Assistants holidays and sickness absence if required.

PERSON SPECIFICATION

Essential:

- Current Clean Driving License
- Non-Smoker
- Honest, reliable, and trustworthy.
- Friendly, caring, sensitive and good company.
- Trained in moving and handling (if not, training will be provided).

Desirable:

- Previous health and social care experience is desirable but full training will be given.
- Interest in gaming, understanding of social media and social needs of a young person.
- Experience of health and social care studies.