



## Job Description

<b>Position Title</b>	<b>Night Carer</b>		
<b>Location</b>	Homes throughout the portfolio		
<b>Reporting to</b>	Team Leader/Home Manager		
<b>Position Number(s)</b>			
<b>Working Pattern</b>	Rota from 20:00 – 08:00 hrs including weekends		
<b>Effective date of JD</b>	October 2022	<b>Job Number</b>	

### Job Purpose

To provide personal care and support to residents, in collaboration with other members of the care team, as detailed in their care and support plans through the night.

You will use a person-centred approach and work in the least intrusive way, adhering to all regulatory and statutory obligations and South West Care Homes policies, procedures and guidelines.

You will ensure your mandatory training is up to date so that you are able to work safely and legally including annual medicines management training and a 6 monthly competency assessment.

You will dress appropriately, wearing uniform and using personal protective equipment provided by South West Care Homes and as instructed

You will also adhere to all safeguarding and whistleblowing legislation and be aware of your responsibility within this.

### Main duties and responsibilities

- To look after the physical, emotional, cultural and social needs of the residents using a person centred approach, promoting Activities of Daily Living throughout the day so that the residents enjoy a fulfilling lived experience.
- To administer prescribed medications as required.
- To provide personal care and support to residents with a wide range of needs, illnesses and disabilities
- To undertake the tasks detailed in the resident's care and support plan using a person centred approach and in the least intrusive way
- To know and understand the care and support needs of the residents
- To regularly read care and support plans, acknowledging changes
- To provide input into the care and support plans of residents by regularly feeding back to the Team Leaders and Manager
- To maintain detailed and accurate records in respect of care (and medication) support given and tasks undertaken
- To maintain good communication and develop effective working relationships with colleagues



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- To attend training and supervision as required so that you are confident and competent to do your job safely and legally
- To attend and participate in regular staff meetings and any other relevant meetings as part of your role
- To actively market South West Care Homes and promote a positive, personal and professional profile, ensuring the good reputation of South West Care Homes at all times

### Person specification:

Attribute	Essential	Desirable	Method of Assessment
Experience	<ul style="list-style-type: none"> <li>◦ None necessary but a positive attitude is essential.</li> </ul>	<ul style="list-style-type: none"> <li>◦ Experience of working with older people, in a social care setting</li> </ul>	Application Form Interview
Practical Skills	<ul style="list-style-type: none"> <li>◦ Ability to, and comfortable with delivering personal care</li> <li>◦ Ability to travel according to the needs of the post with reasonable adjustments, if required, according to the Disability Discrimination Act</li> </ul>	<ul style="list-style-type: none"> <li>◦ Experience of providing personal care</li> </ul>	Application Form Interview
Communication	<ul style="list-style-type: none"> <li>◦ Able to maintain good &amp; accurate records</li> </ul>	<ul style="list-style-type: none"> <li>◦ Good communication skills</li> </ul>	Interview
Personal Qualities	<ul style="list-style-type: none"> <li>◦ Willing to work flexibly</li> <li>◦ Maintain confidentiality of information</li> <li>◦ Diplomatic &amp; objective</li> </ul>	<ul style="list-style-type: none"> <li>◦ Ability to establish credibility with service users, families, staff and managers.</li> <li>◦ Ability to work reactively as well as proactively</li> </ul>	Application Form Interview
Technology / IT Skills	<ul style="list-style-type: none"> <li>◦ Computer Literate with Microsoft packages</li> </ul>		Application Form
Education and Training	<ul style="list-style-type: none"> <li>◦ Knowledge of safeguarding adults</li> </ul>	<ul style="list-style-type: none"> <li>◦ Knowledge of discrimination legislation</li> </ul>	Application Form Interview Certificates
Equal Opportunities	<ul style="list-style-type: none"> <li>◦ knowledge of the Statutory obligation to implement anti-discriminatory and equal opportunities when carrying out their duties</li> </ul>		Demonstrate knowledge at Interview
Other relevant factors	<ul style="list-style-type: none"> <li>◦ Willingness to attend all relevant training as required and staff meetings</li> <li>◦ Flexibility, and a 'can do' attitude</li> </ul>		