



Job Description

Community Carer

Beehive Care & Training Group Ltd

June 2024

Job Purpose:

The Community Carer at Beehive Care & Training Groups Ltd. plays a vital role in delivering high-quality domiciliary care services, ensuring compliance with regulatory requirements and company policies. This position focuses on the safety, quality, and continuous improvement of care services. The Community Carer provides direct, person-centred care and support to customers, enhancing their well-being and independence.

Duties and Responsibilities:

Deliver High-Quality Care: Provide compassionate, person-centred care and support to customers in their homes. Ensure all services are delivered in line with company policies, procedures, and legislative requirements.

Ensure Safety and Well-being: Implement protocols to mitigate risks and ensure the safety and well-being of customers and yourself. Follow health and safety guidelines, including infection prevention and control measures.

Support Customers' Independence: Assist customers with daily living activities, such as personal care, medication administration, meal preparation, and mobility support. Encourage and support customers to maintain their independence as much as possible.

Monitor Health and Safety: Understand and monitor health and safety practices in customers' homes. Ensure compliance with regulations to safeguard the well-being of customers and yourself.

Maintain Accurate Records: Keep full and accurate records of care provided, incidents, and any changes in customers' conditions. Document all activities in line with legal and company requirements.

Participate in Training and Development: Engage in training and development activities to stay updated with best practices and changes in company policy. Apply acquired knowledge to enhance the delivery of care services.

Communicate Effectively: Build and maintain positive relationships with customers and their families. Act as a point of contact for customers and families, addressing any concerns or issues promptly and effectively.

Adapt to Changing Needs: Be prepared to work flexibly, adapting to the changing needs of customers and the service. Prioritise the well-being of customers and ensure the safe delivery of services.

Key Responsibilities Overview:

In addition to the duties outlined above, the Community Carer at Beehive Care & Training Groups Ltd. is responsible for:

- **Providing Direct Care:** Delivering person-centred care to customers in their homes, ensuring their comfort and well-being.
- **Ensuring Compliance:** Following all relevant regulations, standards, and company policies to deliver safe and effective care services.
- **Supporting Customers' Families:** Building positive relationships with customers' families, understanding their needs and preferences, and addressing any concerns.
- **Continuous Improvement:** Participating in quality assurance processes, including audits and feedback mechanisms, to enhance service delivery. Implementing corrective actions as necessary.
- **Risk Management:** Identifying and mitigating risks related to the delivery of care services. Ensuring a safe working environment for customers and yourself.

Qualifications and Experience:

- Experience in a domiciliary care role or a related field is preferred but not essential
- Strong knowledge of best practices in domiciliary care.
- Excellent communication and interpersonal skills.
- Ability to work effectively under pressure and adapt to changing priorities.
- Commitment to providing person-centred, compassionate care to customers.
- Willingness to engage in continuous professional development.

Note: This job description is an outline of the key tasks and responsibilities of the post and is not intended as an exhaustive list. The post may change over time to reflect the changing needs of the service as well as the personal development needs of the post holder.