**Getting to know me**

I am a gentleman in my 60s and I live in my own home in Corton. I was involved in a road accident many years ago, and as I result I use a wheelchair. My disabilities and other medical conditions mean that and require assistance with all of my personal care and daily living tasks so that I can live my life as independently as possible.

I have always been a hard worker and my late wife and I have owned our own businesses in the past. I have family nearby and access to a vehicle for my use – I like to go out and about for a change of scene and also enjoy travelling abroad on occasion.

I have an existing team of carers who I employ to support me, but I am looking to expand this to ensure that I have the support that I need throughout the week, and so that there is cover available if my staff are on leave.

**What about you?**

These are the assets that you will bring to this role – please explain how you meet them when you fill in your application form.

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| |  | | --- | | **Job Requirement** | | |  | | --- | | **Criteria** | |
| |  | | --- | | **Qualifications and Training** | | Recent qualifications or a high level of demonstrable experience in, at least, some of the following areas:   * Spinal injury * Administration of medication * Moving and handling * First Aid * Health and safety * Food hygiene  |  | | --- | | Training can be provided if required  Driving licence and a willingness to use my vehicle for trips out | |
| |  | | --- | | **Knowledge, Skills and Experience** | | |  | | --- | | * Previous experience in a similar role | | * The ability to work without supervision and to show initiative at times, and take direction at others, depending on the support I need | | * Good communication skills | | Accurate, methodical and organised approach to your work | |
| |  | | --- | | **Personal Qualities** | | |  | | --- | | * Trustworthy and motivated mind-set | | * An open and friendly nature | | * Willing to be flexible in the tasks you undertake | | * A willingness to support my independence, choice and control | | * A team player and considerate in your conduct | |

**Main Duties**

This is not a comprehensive list of the duties involved in the role, which may change over time depending on my needs. Rather, it is a general indication of the tasks you would be expected to undertake as part of this role – you will not necessarily have to undertake all the tasks listed in one shift, as my requirements will change depending on my needs. Changes to your duties will be discussed and agreed with you.

* Making lunch on arrival.
* Support with catheter management
* Taking my blood pressure and recording it accurately.
* Passing me my medication and recording that this has been done (I self-administer my own tablets).
* Operating my hoist so that I can get on/off of my bed and to/from my wheelchair.
* Domestic tasks as required, including cleaning and tidying my home and maintaining hygiene, and preparing meals either from scratch or heating from frozen batches.
* Personal care tasks as required, including enabling me to have a bed bath, get washed and dressed etc.
* Ensuring that I am safe and comfortable in my wheelchair.
* Driving my vehicle so that I can get out and about, if I am feeling well and able to do so.
* Accompanying me on occasional holidays if it is mutually convenient (I understand that your own commitments may mean this is not possible)

**Further information**

There are 16-20 hours per week available however there will be some hours available to cover other members of staff if they are on leave/sick.

Please note down your availability on your application form.

The rate of pay is £10.00 per hour.

The annual holiday entitlement for this position will be equivalent to the work which would normally be done during 5.6 consecutive weeks. You will not be expected to work on Bank Holidays without your prior agreement.

The post is subject to a satisfactory enhanced DBS check, references and a minimum 3 month probationary period.

To apply for the position please contact Suffolk Independent Living on 01473 603876 quoting reference 4381 or download an application form from our website www.suffolkindependentliving.org.uk.