**Support Worker / Personal Assistant in Ipswich**

**£12 per hour**

**16 hours per week**

**Potential Job Share**

**About me: Closing Date: 5th November 2021**

I am a mother of one focusing on positivity in life and passionate about making change to support myself, my son of nine, and others. Through your help and support I believe I can realise a better and healthier path to wellness which I am currently finding difficult to achieve.

As I am returning to education and I am currently wheelchair bound, a Support Worker is required to assist myself and my son throughout the morning and evenings. This will be a valued positive contribution to a happy home.

I am looking for an incredibly positive and supportive employee with a caring attitude and strong moral values to help me achieve my wellbeing aims. I look forward to seeing your applications.

**Your Role:**

As a Support Worker you will be required to assist in a variety of ways. An example of a typical shift would include personal care, housekeeping duties such as laundry and cleaning, the preparation of food for the employer and her son and assisting the employer with shopping trips.

Duties will vary and the candidate should be proactive within the household.

The candidate will be employed directly by myself.

The required hours for this position are listed below. As this role has a morning shift and an evening shift, I am open to recruiting one or two individuals depending on capability and availability. Hours are flexible and can be changed for the right applicant’s availability.

**Essential Requirements**

* Punctuality
* Honesty and Integrity
* Excellent communication skills
* Someone possessing initiative
* Self-motivated
* Good listener
* An ability to cook tasty, healthy foods
* Access to a vehicle and a full clean driver’s license

**Desirable Requirements**

* Previous experience in a support role
* Someone with a professional and positive mindset
* Someone reflective of their own improvement and training
* Organised individual
* Housekeeping skills

**Summary terms and Conditions**

* The rate of pay for this position is £12 per hour
* You will be reimbursed for any agreed expenses incurred through this role
* This post is subject to a satisfactory DBS Check, and two references, one of which must be your current or most recent employer
* This post is subject to a 3-month probationary period
* 16 hours available per week. This vacancy is a potential job share opportunity depending on candidate availability
* The days and times of work are as illustrated below. These can be flexible.

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| --- | --- | --- | --- | --- | --- | --- |
| **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday** | **Sunday** |
| 08:30am– 10:30am | 08:30am– 9:30am | 08:30am – 09:30am | 08:30am– 09:30am | 08:30am-09:30am | 08:30am-09:30am | 08:30am-09:30am |
| 5:15pm – 6:15pm | 5:15pm– 6:15pm | 5:15pm – 6:15pm | 5:15pm – 6:15pm | 5:15pm -6:15pm | 5:15pm -6:15pm | 5:15pm -6:15pm |

**How to apply**: If you wish to apply for this position, please complete the enclosed/attached application form and return to the address below.

**NB** - Please ensure you include names, addresses & telephone numbers of two referees, one of which should be your current/ last employer (if relevant).

**Post** - **Address**: **Email**: suffolk@silmail.org **Telephone**: 01473 603876

SIL, IP City Centre,

Unit 9, 1 Bath Street,

Ipswich

Suffolk,

IP2 8SD.