Social Care Assistant

As per advert

At a glance:

Grade: D
Salary: As per advert

Allowances:

- Distant Islands Allowance

Job Purpose:

Your work providing a high standard of care to older people, in line with policy and procedure, professional guidelines and social care principles. Promoting optimum and meaningful quality of life for service users undertaking duties efficiently and effectively.

For application support contact **hrsupport@orkney.gov.uk** or call **01856 873535 ext.2250**

Benefits and Support

34 days annual leave, increasing to 39 days over 5 years, inclusive of Public Holidays (pro-rata)	Supported to work and earn whilst achieving qualification
Local Government Pension Scheme	Maternity, Paternity and Sick Pay
Comprehensive induction process	Employee Assistance Programme

Main Duties and Responsibilities

Understand, promote and adhere to the Health and Social Care Standards.
Aspire at all times to the highest professional standards and ensure that working practices are person centred, promote independence and a meaningful quality of life for Service Users.
Attend meetings relating to individuals, including family meetings and case conferences.
Encourage individuals to maintain contact with family, friends and the community.
Transport Service Users as required, ensuring their safety and comfort.
Undertake co key-working duties and contribute to personal plans as required.
Respect service users' right to take informed risks and respect their independence, dignity, privacy and choice.
Assist with personal care including bathing, dressing/undressing, oral care, shaving, hand/fingernail care.
Support individuals with eating and feeding as required.
Support mobility, including the use of mobility aids and equipment.
Promote and encourage physical activity in line with Care and Physical Activity principles.
Monitor and record health and wellbeing of individuals, escalating to line managers and/or other professionals/services as required.
Undertake escort duties which may include lone working. Assist the service users in boarding and disembarking from the minibus.
Observe the rules of confidentiality.
Assist service users with all aspects of activities of daily living, including administration of medication.
Encourage service users to maintain contact with family, friends and community.
Adhere to the Codes of Practice for Social Services Workers.
Attend regular staff meetings and training that is applicable to the role.
Be dynamic and open to change and new challenges.
Work as part of a team but be able to use your own initiative in organising workload.
Work flexibly within Older People's Services as required.

Responsibilities for All

Embody the Council Values of Accountable, Reliable, Considerate and Collaborative.	Participate in team meetings, 1 to 1s, supervision and good conversations process
Handle all information in confidence and in line with Data Protection requirements	Comply with the Council Employee Code of Conduct
Work safely to prevent risk to yourself and others	Comply with relevant professional body codes of practice/conduct
Ensure Equality, Diversity and Inclusion	Any other duties appropriate to your grade
Undertake mandatory and relevant training and development	Where required Support the Council's emergency response

Skills and Requirements

Must have

You should hold an SVQ 2 in Health and Social Care or other relevant qualification or be able to achieve this within 3 years.
Experience of working with older people who are living with dementia or have physical needs.
Ability to treat people with dignity, respect and compassion.
Ability to ensure people are included in and supported to make decisions for themselves.
Caring approach to vulnerable people.
Registration with SSSC.
Flexible approach to duties.
Awareness of all confidential matters.
Ability to demonstrate good written and verbal communication skills.
Ability to demonstrate a basic understanding of health and safety for yourself and others, including risk assessment.
Ability to travel efficiently and effectively between various work locations within Orkney to meet the operational requirements of the Service.

Requirements of the Role

Disclosure/PVG:	PVG Adults	Convictions to Declare:	All
Politically Restricted Post:	No	Sponsorship:	Possibly
Work Additional Hours:	No	Term Time Post:	No