



## Job Description

**Job Title:** Social Care Assistant

**Responsible to:** Care Manager

**Job Purpose:**

- To maintain a safe and clean environment taking full account of service users' wishes.
- To work as part of the Social Care Team in the Home to support service users with daily living.
- To be aware at all times of the health, safety and welfare of the service users, other members of staff and visitors and the safety and security of the building.

**Main Duties:**

1. Clean rooms, work areas, equipment and surfaces.
2. Monitor and maintain the cleanliness of environments.
3. Prepare drinks and snacks for identified service users as directed.
4. Support identified service user's to eat and drink as directed.
5. Provide assistance to identified service users in daily living activities as directed.
6. Help to deliver a quality service.
7. Evaluate practice and use new knowledge to continually improve practice.
8. Relate to and interact with service users and other people in a manner that maintains their self esteem and a positive self image.
9. Assist in maintaining healthy and safe practices in the Home.
10. Participate in training and attend meetings.
11. Represent the Home positively at all times when dealing with enquiries and receiving visitors.
12. Work to the Company's Policies and Procedures at all times.
13. Undertake other duties that may be required in line with this level of post.

**Values:**

- You should respect and value others in all that you do.