

## Care Worker. - Job Description

### About Us

As our name is, we bring hope, support and care to our clients. Hope Care Support was founded on the basic idea that our client should not have to go to a care home if there is not a need for it Our clients should be able to keep the life they know and love, whole getting the care they need.

<b>Job title:</b>	Care Worker.
<b>Reports to:</b>	Registered Manager
<b>Main function of the job:</b>	
(Note: In addition to these functions employees are required to carry out such duties as may reasonably be required).	
To maintain Care skills at a current level, and undertake such training and development as may from time-to-time be required to maintain that currency of practice.	
To provide Care in accordance with current best practice, according to policy and procedures, agreed standards, legislative requirements, relevant regulations under the direction of the Manager, and within the financial plans agreed from time-to-time.	
<b>Location:</b>	<b>Hope Care Support Limited</b> , but you may be relocated within the UK at the discretion of the company with 4 weeks' notice.
<b>Main Duties (not in any order of priority):</b>	<b>Working within the organization:</b>
	<b>1.</b> Develop effective working relationships with the other employees within The Agency.
	<b>2.</b> Support an open, positive and inclusive working culture.
	<b>3.</b> Participate in the development of The Agency's policies.
	<b>4.</b> Participate in evaluation of The Agency against agreed organizational goals, business, and quality objectives.
	<b>5.</b> Work to establish effective employer-employee relationships.
	<b>6.</b> Minimize legal risks.
	<b>7.</b> Participate in the maintenance of The Agency's management information systems.
	<b>8.</b> Assist in the formulation and implementation of Care policies and procedures.
	<b>9.</b> Assist in the implementation and maintenance of the standards required by legislation related to the registration of The Agency.
	<b>10.</b> Act within The Agency's budget based on The Agency's objectives and within the projected revenue.
	<b>11.</b> Work in a cost-effective manner.
	<b>12.</b> Be involved in the implementation and maintenance of The Agency's quality assurance programme.
	<b>13.</b> Assist in the design and administration of an evaluation of the Care standards and Care service provision.
<b>14.</b> Systematically solve day-to-day problematical issues, which arise.	

<b>Main Duties (not in any order of priority):</b>	<b>Care Services:</b>
	1. Assist in the development of the philosophy, goals and objectives for the Care practice.
	2. Assist in the assessment of the effectiveness of Care implementation and delivery
	3. Implement action to meet and maintain Care standards.
	4. Work in cooperation with members of multi-disciplinary health teams in order to maximize opportunities for Service User therapeutic Care.
	5. Ensure Service User rights are protected.
	6. Encourage a model of self-care and Service User rehabilitation.
	7. Record relevant activities in Care Plans.
	8. Evaluate standards of Care competence.
	<b>Professional Long Term Care Leadership:</b>
	1. Encourage innovative methods for the delivery of Care.
	2. Encourage health promotion within Care strategies.
	3. Seek opportunities for personal and professional growth.
	4. Promote a positive image for residency and employment within The Agency.
	<b>Human Resources:</b>
	1. Cooperate with the implementation, evaluation, orientation and induction of all new employees.
	2. Support the implementation of The Agency's policies and procedures.
3. Support the effective resolution of team conflicts.	
4. Support a work atmosphere, which promotes a high quality of work life.	
5. Support and maintain a culture of performance and excellence.	
<b>Working hours:</b>	
<b>Qualifications required:</b>	RQF Diploma
<b>Health and Safety</b>	You'll work with the Health and Safety Advisor to make sure we follow policy and procedures. You'll stay alert to any safety hazards in the office, and you'll follow risk assessments and safe systems of work, plus manual handling and lifting procedures.
<b>Appraisal</b>	You'll take part in annual appraisals
<b>Learning and development</b>	You'll attend training needed to help you develop your career and perform your role well.
<b>Safeguarding</b>	Our service users are everything to us, so you'll make sure that they're protected from abuse and neglect. You'll follow our safeguarding procedure and if you see or suspect abuse, report it straight away
<b>Equal opportunities statement</b>	We are committed to promoting equal opportunities in employment, You and any job applicants will receive equal treatment regardless of age, disability, gender reassignment, marital or civil partner status, pregnancy or maternity, race, color, nationality, ethnic or national origin, religion or belief, sex or sexual orientation.