



ROLE ADVERT

- ROLE TITLE:** Care Assistant 28 Hours 1 X Days/Afternoons and 1 X 21 hours Night post
- POST ID:** PERMANENT
SAS 115 (Days)
SAS 116 (Nights)
- GRADE:** BAND D SCP17 to 21
£17,372 - £19,742 pro rata per annum
Weekends paid at time and third Saturday and time and half Sunday
Nights paid at third enhancement
- HOURS:** 28 Per Week 1 x Day and 21 hrs X 1 Night post
- LOCATION:** Severn View
Which may change in the future if the service location needs to relocate. Relocation or disturbance expenses will not be paid if this happens.
- RESPONSIBLE TO:** Head of Care

Should you require any further information regarding this post, please contact:
Sian Gardner, Head of Care Tel: 07815 005013

Closing Date: 12 noon on Friday 27th March 2015

Please Note that we are not able to accept CV's

Application forms can be completed online or down loaded via:

<http://www.monmouthshire.gov.uk/home/education/jobs-and-employment/how-to-apply-for-council-jobs/>

Completed paper application forms should be returned to the following address:-

Employee Services, Monmouthshire County Council, PO BOX
106, CALDICOT, NP26 9AN

Appointment to this post is exempt from Rehabilitation of Offenders Act and is subject to an Enhanced Disclosure Check.

Monmouthshire County Council is an equal opportunities employer and welcomes applications from all sections of the community. All posts are open to job-share unless stated otherwise.

Monmouthshire County Council operates a Smoke Free Workplace policy.

MONMOUTHSHIRE COUNTY COUNCIL SOCIAL CARE & HEALTH DIRECTORATE

ROLE PROFILE

ROLE:	Care Assistant 28 Hours Day/Afternoons Night Care Assistant 21 hours Permanent
POST NO:	SAS115 Days) SAS116 (Nights)
SECTION :	Direct Care
GRADE:	Band D (SCP 17 to 21) £17,372 - £19,742 pro rata per annum Weekends paid at time and third Saturday and time and half Sunday Nights paid at third enhancement
LOCATION:	Severn View
RESPONSIBLE TO:	Head of Care

The Residential Care Services Team.....Who are we?

- We are part of the council and provide services to people of Monmouthshire who are no longer able to manage successfully at home
- We have two homes: one in Abergavenny, and one in Chepstow.
- In these bases we provide the following services:
 - Residential Dementia Care (Severn View in Chepstow) – providing a safe and supportive environment for those living with a dementia.
 - Respite services (Mardy Park & Severn View) – short term respite stays to enable carers to have a break.
 - Reablement Services (Based at Mardy Park in Abergavenny) – supporting people in the short term to help people regain independence and ensure that services if required in the long term are tailored to individual need

Our Purpose:

- To provide quality services to all the people we support.
- To care in a way that is focussed on the individual and is person centred.
- To support people to do things and where appropriate to support people to regain skills and abilities that may have been lost.
- Support people where they need help with all aspects of daily living and to promote social and emotional well-being.

The Purpose of this Role:

- This is an essential role that helps people remain as independent as possible within a care home setting.
- To provide care to people that is at all times sensitive, confidential and upholds their dignity.
- To help people with all aspects of daily living. This includes personal care provided in a way that continually focuses on the respect and dignity of the person we support.
- To work with people based only on a detailed understanding of their needs and wishes as described by the person themselves. To spend time to listen and engage with each person in a way that responds to who they are.

Manager's Expectation of this Role:-

Simply, I am looking for people who can bring the reliability, commitment, integrity and enthusiasm that the people we support deserve. I need this because what we do matters.

Here's what I am looking for from this role:

- I want you to bring yourself; your personality, a big smile and a sense of fun. I need you to understand that 100% is the minimum commitment.
- I need you to be comfortable providing personal care support to people.
- Someone who is available to work weekends, bank holidays, can start at 7am in the morning and / or is available to work through to 10.30pm at night. Night shift is 11.30pm – 7am
- You will need to be good at communicating. You will need to work closely with people interpreting and understanding the full range of ways in which people communicate. You will need to tell me, through observations and discussion, of any concerns as to the health and welfare of the people we support.
- You will need to be able to ask for (and provide) support from your colleagues to help overcome the challenges of this type of work.
- Someone able to continually reflect on their own practice and personal development to identify where things could be done differently or better.
- I need you to take any opportunities to share, learn and grow in your role.
- I need you to be able to build effective working relationships with a wide range of people.
- I want you to be able to prepare and cook basic nutritious foods.
- I need you to work in a way that supports the health and safety of the people you work with and that of yourself.
- Someone with ideas, open to change and new ways of working. However, you will need to follow specific and agreed protocols in relation to health & safety, moving & handling and medications.



- I need you to be flexible and understand that because of the nature of the services we provide we will ask you to work at different times to ensure that people receive the support that they need.
- I need you to complete paperwork that is clear, accurate and on time
- I need you to ask for advice and help whenever you are not sure what to do.

Here's what we can provide you with:

- A huge sense of satisfaction and pride.
- A great rate of pay with weekend and bank holiday enhancements.
- Pension
- A committed and dedicated management team.
- Great training

What else you need to know.....Monmouthshire Values are:

Openness: We aspire to be open and honest to develop trusting relationships.

Fairness: We aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.

Flexibility: We aspire to be flexible in our thinking and action to become an effective and efficient organisation.

Teamwork: We aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

And this role will work with Monmouthshire to achieve these.

In addition:

All employees are responsible for ensuring that they act at all times in a way that is consistent with Monmouthshire's Equal Opportunities Policy in their own area of responsibility and in their general conduct.

Person Specification

How will I know if you are the right person for the role? As the successful candidate you will have demonstrated:-

Requirements		Weighting	Method of Assessment
1. Qualifications	Either possess or be willing to work towards QCF level 2/3	High	AF
2.Experience & Knowledge	Understanding of the physical, social and emotional needs of older people	High	AF & Interview
	Insight into safe working practices surrounding medication	Med	AF & Interview
	Able to assist people with intimate care in a way which enhances their dignity and trust	High	AF & Interview
General Skills:			
3.Communication	Able to engage with the people we support in a way which shows empathy and helps to build relationships.	High	AF & Interview
	Communicate with colleagues effectively at all levels, verbally, in writing and electronically.	High	AF & Interview
4. Flexibility	Be flexible to the demands of the environment including unpredictable work patterns, and balancing competing priorities	High	AF & Interview
5. Caring nature	Demonstrates concern for what is important for the person being supported or cared for	High	Interview
6. Embraces change	Embrace change and the opportunity it brings in a way which is infectious.	High	Interview
7. Enthusiasm	Drive Get things done by showing urgency and determination	High	Interview