**Job Description**

I am a 23 year old student living in west Newcastle in private housing. I enjoy keeping active, especially doing dance, basketball and cycling. I am a creative person and enjoy crafts. I also enjoy reading and learning new things.

I am looking for a personal assistant to support me with personal care, preparing meals, cleaning, laundry, and food shopping. I find some of these things difficult due to having multiple chronic health conditions and being a wheelchair user. I am particularly keen to hear from people with experience of supporting those with chronic health conditions, or those who have undertaken training in this field. If no experience, then someone who is keen and willing to learn.

11 hours per week available and rate of pay is £9.43 per hour. I am ideally looking to share these hours between 2 candidates, who would be able to cover one another in the event of sickness or annual leave. Anticipated that hours to be worked on weekdays are 17.30-18.40 Saturday 9-1, Sunday 5-6.10. However, some flexibly would be needed. I may be willing to negotiate the times with the ideal candidate.

**General Duties:**

* Cleaning and general housework
* Grocery shopping
* Preparing medication
* Running errands
* Driving me places
* Social support
* Occasional tasks, depending on health, may include – personal care, such as helping me shower or changing my clothes, for example. I may also require my PA to visit and support me in hospital.

**Qualifications and personal qualities required**

* Reliable and trustworthy
* Friendly
* Willing to learn
* Awareness of some of the issues faced by those with physical disabilities/wheelchair users
* Mental health awareness
* Outgoing individual
* Good Communication skills
* Maintain Confidentiality
* Qualification in Care/Health and Social desirable but not essential
* Previous experience in caring/personal assistant desirable but not essential.
* Flexible

**Employment Arrangements**

13 week Trial Period

DBS check (Disclosure Barring Service) cost met by the employer.

**Entitlements**

5.6 weeks per year Holiday Entitlement (based on Contracted hours)