**Job Description JSO/NCL**

**Job Title** Support Worker

**Hours** 3 hours per week – Saturday

**Rate of Pay** £12.50

**Location** Newcastle

**Purpose of Job**

Joshua is a happy 15-year-old who Football, Basketball, dancing and swimming.

We are looking for a kind and caring support worker to support with building experiences outside the family home, fun activities and new experiences, it would also be good if the support worker could also support with independent living skills such as money handling.

Your role will be to support him to do the things that he enjoys out in the community.

**Main Duties**

The main duties of the job are outlined below. However, because my son’s needs vary on a day-to-day basis, it is extremely important that your approach to work is flexible. You will be expected to carry out any other reasonable personal assistance tasks that I request.

# Social Assistance

* Assisting my son to take part in the activities he enjoys either with me or on your own.
* If you are out with my son and for any reason change where you are taking him, please let me know that you are doing this.

Training

There are no formal qualifications needed to do this job. For the most part the tasks and assistance involved can be learned through the personal assistant and myself working together.

Where it is required, such as in Health and Safety matters, practical training and guidance will be arranged, and the personal assistant will be expected to attend.

**Person Specification**

To be my sons Personal Assistant you should:

* Have some experience of working with disabled children or adults.
* Have a positive attitude to disability.
* Have a positive attitude towards social inclusion.
* Be willing to work under my direction.
* Be willing to go swimming with my son
* Be able to always remain with my son during a shift.
* Have good communication skills.
* You must not smoke when working.
* Not drink alcohol when working for me.
* Be confidential in your work and understand the importance of this.
* Respect our privacy and that of our family and friends.
* Be patient when doing repeated tasks.
* Have good general health.
* Be reliable and trustworthy.
* Be a good timekeeper.
* Be able to work at short notice.
* Be able to work in different settings.
* Be able to accept responsibility and work on your own initiative.
* Be flexible.
* Be clean and tidy to my specification.
* Be able to respond appropriately in an emergency.
* Have at least basic reading, writing and number skills.

You do not need any formal qualifications, but you must be willing to learn how to do the job under my direction.