## Job Description and Person Specification

Job title: Personal assistant (PA)

Reporting to: Direct Payment Employer

Location: West Denton

# Hours of work: 20 hours per week school holidays

# Rate of pay: £15 per hour

# Job purpose:

To assist with a variety of tasks which will assist my son to live his personal and social life according to his wishes and interests.

# About the employer:

My son is 10 years old, he has autism, is very active and enjoys lots of sensory and messy play. He enjoys going trampolining and soft play at the Tim Lamb Centre and other trampoline parks as well as soft plays that he is familiar with. He loves water and would like his PA to take him to the hydro pool at the Alan Shearer Centre and other swimming pools. He also loves having beach days in the summer. He enjoys playgrounds especially swings if the park if it is not too busy. At home he enjoys sensory play with sand and cornflakes.

My son has difficulties with communication, so needs guidance and may need to be physically shown how things work or how to do things. He uses PECS at school and at home he is shown a photo of where he is going. He always needs supervision and has no awareness of danger – he can be impulsive for example throwing items on the floor or knocking things off a table.

# Main duties:

**Social duties**

* Go out to do sensory activities that my son enjoys such as soft play, trampolining and swimming
* Constant attention and supervision
* Using various verbal and non-verbal methods to communicate
* Encouraging him to take part in activities

**Personal care**

* Changing pads

These duties may vary from day-to-day.

# Type of person that I am looking for:

* **Values** I am looking for someone who is active and has a good sense of humour who is willing to join in with my son’s activities and be silly.
* **Specific requirements** I am looking for someone who has experience of working with children who have autism, who is able to swim, and has a clean driving licence and access to a car for work.

# What you can expect to receive:

Full training will be given.

# Skills, qualifications and experience

**Essential**:

* Driving licence
* Car and appropriate insurance
* Experience of working with people with autism
* Able to swim
* Confidentiality
* Good at building relationships
* In good general health and able to keep up with an active child and take part in lots of physical activity