**Job Description– Personal Assistant for Noah**

**Location:** York  
**Hours:** 200 hours per year  
**Rate of Pay:** £12.21

**Job Purpose**

To provide one-to-one support for Noah, a fun-loving 7-year-old, enabling him to participate in activities he enjoys both at home and in the community. This includes assisting with mobility, personal care, and always ensuring his safety, while promoting his independence and well-being.

**Main Duties and Responsibilities**

* Support Noah with fun and engaging activities at home and in the community.
* Assist with swimming, outdoor play, and music/dance activities.
* Maintain safe supervision at all times, particularly as Noah has no danger awareness.
* Support with toileting and personal care as required, including during outings.
* Follow Noah’s structured, adult-led routine to provide consistency and reassurance.
* Encourage communication through repetition, singing, and other appropriate strategies.
* Work collaboratively with Noah’s family to ensure his needs are met.
* Promote a safe, structured, and positive environment in all settings.

**Working Environment**

The role involves working in Noah’s family home, the local community, and leisure facilities such as swimming pools. Activities may require physical involvement, including lifting or assisting with mobility.

**Person Specification**

**Essential Criteria**

* **Personal qualities:** Patient, caring, reliable, trustworthy, and adaptable.
* **Skills:**
  + Able to follow and maintain a consistent routine.
  + Confident in supervising a child with no danger awareness.
  + Comfortable providing personal care and toileting support.
  + Able to engage actively in music, dancing, swimming, and outdoor activities.
* **Experience:**
  + Experience caring for or supporting children.
* **Other requirements:**
  + Willingness to work in partnership with the family.
  + Physically able to assist with mobility and wheelchair use.

**Desirable Criteria**

* Experience supporting children with Autism or other additional needs.
* Knowledge of communication strategies for non-verbal children.
* Experience in supporting a child who elopes or has limited danger awareness.