

## **Job Description**

- Job title:** Personal/Care Assistant – Part time position
- Hours:** 8 - 20 hours per week. Flexible and guaranteed hours. May include some evening and weekend working.
- Rate of Pay:** Up to £15.00 per hour, negotiable, plus expenses. Paid holidays, pension and training/development opportunities.
- Location:** Based in Dunkirk, Faversham with additional activities in the local area.
- Outline of role:** To provide care, companionship, and practical support to a young person with high functioning autism and mental health difficulties.

### **General tasks:**

Supporting the young person to prepare for and participate in activities in and outside the home  
Driving to and from educational and social activities.  
Planning and preparing healthy meals, shopping, laundry, cleaning, and household chores.

### **Social activities & Independent Living Skills:**

Assisting the young person to participate in various educational and social activities, this may include going to meet with tutors, therapists, clubs, shopping, attending classes, sporting activities, trips to places of interest etc.

Assisting the young person to participate in various independent living skills activities, this may include cooking, shopping, using public transport, banking etc.

This is not a list of everything you may be asked you to do. Provided the request is reasonable, you would be expected to undertake similar sorts of tasks which are not listed above.

**Contact:** For further information please contact Rachael: [rachaelcarley1@gmail.com](mailto:rachaelcarley1@gmail.com)

## **QUALIFICATIONS & EXPERIENCE**

### **Essential**

- Proven experience of working with young people with additional needs

### **Desirable**

- Mental health/therapy training/experience
- ASD/anxiety training
- Current full DBS check

## **SKILLS/ABILITIES/KNOWLEDGE**

### **Essential**

- Excellent communication and interpersonal skills.
- Ability to provide support and manage episodes of extreme anxiety independently, within and outside of the family home
- Ability to manage household tasks and cook healthy meals

### **Desirable**

- Ability to enable the expression of a range of emotions and to feel confident and comfortable in supporting and managing this process
- Ability to build a trusting, therapeutic relationship
- First Aid qualified
- Basic food hygiene

## **PERSONAL QUALITIES**

- Commitment to work with and improve the lives of young people with ASD and complex mental health difficulties
- Reliable
- Calm, patient, kind
- Non-directive and non-confrontational approach
- Sense of humour

## **ADDITIONAL**

- Full, clean driving licence
- Own, reliable transport with business use insurance
- Available to work additional hours and accompany on holidays by negotiation

Benefits include paid holidays, pension and training and development opportunities for the successful candidate.

Flexible and guaranteed hours available. Some evening and weekend working is likely, along with opportunities to travel.