

## ✨🌸 A Calling to Care 🌸✨

Have you ever thought about changing your path in life? 🌙🔮

If so, perhaps this is the gentle nudge from the Universe you've been waiting for...

Here, we stand side by side, supporting one another, lifting each other up, and making a real difference in the lives of those we care for. 🤝🌸

Our clients and their families speak so highly of us because we build close, meaningful relationships, rooted in trust, love, and care. 🌸💜

We are also deeply respected by outside professionals who see the heart and dedication within our home. 🏠✨

Do you long for a job where you can truly be yourself? 🌙🔮

A place where your identity is honoured, your voice is heard, and you are valued for the unique soul that you are? 💕

Here with us, you will feel free, happy, and supported every single day. 🌱

We have an open-door policy and a strong circle of love and support around you — 24 hours a day. You will never stand alone, because we all lift each other up. 🤝💜

This is not just a job... this is a new life, a new venture, a new beginning. 🌷

A reason to wake up in the morning with joy in your heart, knowing you are walking into a place filled with kindness, family spirit, and purpose. 🏠✨

### **Job descriptions for Day & Evenings**

We are seeking compassionate Care support workers to support service users with dignity, independence, and inclusion.

Duties include assisting with personal care, mobility, meals, and daily activities; maintaining safe, clean environments; supporting to healthcare appointments, administering medication. Supporting with finances; and promoting social, mental, and physical wellbeing.

Staff will follow care plans, safeguarding, infection control, and health & safety procedures whilst reporting concerns promptly.

Responsibilities also include record-keeping, liaising with visitors, and contributing to team meetings.

Flexibility, professionalism, and commitment to all our clients' welfare are essential whilst previous experience of working in care or around adults with learning disabilities is desirable.

**No experience** - no problem

**No training** - we will guide you

**Not great at spelling** - no matter!

You'll be welcomed into a close-knit team where we grow together, laugh together, and support each other like true family.

For over 45 years, Point House has been a place of love, care, and community. We are registered for 22 adults with learning difficulties over the age of 18, and our mission is to provide high-class, person-centred care — treating each person in their own special, beautiful way.

### **Key Responsibilities**

- Deliver excellent support to our people
- Support our people through everyday life
- providing warm and professional service
- Build strong relationships with our people
- Have a kind heart

All our working shifts are on week 1 week 2 rota system working one weekend on, the next weekend off

### **Day - Care Support Worker 7.00am to 4.00pm**

#### **Purpose of position**

Sharing with other staff in meeting the personal care needs of service users in ways that respect the dignity of the individual and promotes independence, equality and social inclusion.

To help in the care of care users' physical environment and in the general day-to-day activities of the care home.

To take delegated responsibilities in charge of the care users under your care, to the appropriate level.

To ensure that the people you look after are always kept safe from harm in line with the care home's safeguarding policies and are not discriminated against in any way.

#### **Principal responsibilities**

Assist care users with their personal care needs, e.g. with dressing, undressing, bathing and toilet.

Support people who use our services with mobility problems and other physical disabilities such as incontinence, help in the care and use of aids and personal equipment.

Help in the promotion of mental and physical activity of people who use our services through talking to them, taking them out, sharing with them in meaningful activities such as reading, writing, hobbies and recreations.

Support people who use our services to access appropriate healthcare appointments, such as hospital, GP, Dentist, physiotherapy, psychiatry appointments

Be responsible for supporting and guiding people who use our services to manage their finances whilst out in the community with them, ensure all receipts are kept and that any bank card and monies are returned to the office at the end of the day.

support people to manage their daily “readies monies” are required

Book and cancel appointments, log into diaries, add onto work pc calendar and ensure all information is handed over to office staff for their diary.

Support people who use our services to keep their rooms and possessions in line with their wishes, helping to make and change beds, tidy rooms and do light cleaning

Support people who use our services to sort their clothes for laundry and for mending, changing and putting away

Prepare, cook & serve meals, ensuring all correct dietary requirements are being met fully. Assist people who use our services at mealtimes if required; wash up and clean kitchen area after cooking and serving meals

Respond to people’s urgent needs in line with the home’s procedures.

Be hospitable to visitors and guests by answering the door and the telephone; and greeting visitors in line with the home’s standards of “customer care”.

Follow people’s individual care plans and PBS plans, read and write reports in care plan notes as required.

Report and record all concerns about people who use our services care and about the safety of the premises, its facilities and equipment.

Take part in staff and clients meetings

Support people who use our services in taking their medicines when they are trained and competent.

To keep up to date with mandatory training requirements and any other identified training needs for your continued professional development

- Report to more senior staff if any issues are noted.
- To maintain equipment and report any issues
- To follow fire safety procedures
- To follow infection control procedures to minimize the spread of infection
- To understand and implement to homes health and safety policy
- To perform other such reasonable duties as may be required.
- Report maintenance issues, such as broken equipment or damaged furniture
- Respect for clients privacy and personal belongings
- To complete all your identified personal responsibilities as listed in your responsibilities folder

This is not an exhaustive list

## **Evening - Care Support Worker 4.00pm to 10.00pm**

### **Purpose of position**

To share with other staff in meeting the personal care needs of service users in ways that respect the dignity of the individual and promotes independence, equality, and social inclusion.

To help in the care of care users' physical environment and in the general day-to-day activities of the care home.

To take delegated responsibilities in charge of the care users under your care, to the appropriate level.

To ensure that the people you look after are always kept safe from harm in line with the care home's safeguarding policies and are not discriminated against in any way.

### **Principal responsibilities**

Assist care users with their personal care needs, e.g., with dressing, undressing, bathing and toilet.

Support people who use our services with mobility problems and other physical disabilities such as incontinence, help with the care and use of aids and personal equipment.

Help in the promotion of mental and physical activity of care users through talking to them, taking them out, sharing with them in activities such as reading, writing, hobbies, and recreation.

Support people who use our services to access appropriate healthcare appointments, such as hospital, GP, Dentist, physiotherapy, psychiatry appointments (only if needed)

Support people to manage their daily "readies monies" are required

Book and cancel appointments, log into diaries, add onto work pc calendar and ensure all information is handed over to office staff for their diary.

Support service users to keep their rooms and possessions in line with their wishes, helping to make and change beds, tidy rooms, and do light cleaning

Support service users to sort their clothes for laundry and for mending, changing, and putting away

Prepare, cook & serve meals, ensuring all correct dietary requirements are being met fully. Assist care users at mealtimes if required; wash up and clean kitchen area after cooking and serving meals

Respond to people's urgent needs in line with the home's procedures.

Be hospitable to visitors and guests by answering the door and the telephone; and greeting visitors in line with the home's standards of "customer care".

Follow people's care plans, read, and write reports in care plan notes as required.

Report and record all concerns about clients care and about the safety of the premises, its facilities and equipment.

Take part in staff and clients meetings

Support clients in taking their medicines when trained and competent.

To keep up to date with mandatory training requirements and any other identified training needs for your continued professional development

Report to more senior staff if any issues are noted.

To maintain equipment and report any issues

To follow fire safety procedures

To follow infection control procedures to minimize the spread of infection

To understand and implement to homes health and safety policy

To perform other such reasonable duties as may be required.

Report maintenance issues, such as broken equipment or damaged furniture

Respect for clients privacy and personal belongings

To complete all of your identified personal responsibilities as listed in your responsibilities folder

- This is not an exhaustive list