

ROLE PROFILE

Role Title	Community Carer	Department	Operations
Reporting to	Regional Supervisor	Reports	
Date	October 2014	Hours of Work	As required
Main Duties			

- ✓ Provide support, personal care and nutritious meals where appropriate, for vulnerable Service Users in the community
- ✓ Communicate effectively with Service Users, families and staff
- ✓ Uphold confidentiality and data protection at all times
- ✓ Have a full understanding of the Company's Policies and Procedures and ensure that you comply with the same
- ✓ Wear the correct Uniform at all times whilst working
- ✓ Report any issues immediately to your Regional Supervisor
- ✓ Complete all relevant documentation as required
- ✓ Ensure reliability, excellent timekeeping and understanding of Service Users needs
- ✓ Promote the preservation of the individual's privacy, dignity, independence, rights and choice at all times through good care and practice.
- ✓ Ensure any issues are immediately reported to your Regional Supervisor
- ✓ As a Community Carer to encourage Service Users to be as independent as possible by providing appropriate support
- ✓ To work alone in the community, be part of a team when appropriate.
- ✓ Attend all training and group meetings.
- ✓ Attend supervision sessions and staff appraisal.
- ✓ Take responsibility for their own and others health and safety
- ✓ Maintain appropriate records and documentation
- ✓ Any other duties specified by the Regional Supervisor or Manager.

Must have a full Driving Licence and Appropriate Insurance

Agreed by ROLE HOLDER		Print Name	
Agreed by LINE MANAGER		Print Name	
Date			