



British Home

For people living
with neuro-disability

Care Assistant

CANDIDATE INFORMATION
February 2022



WELCOME FROM THE CHIEF EXECUTIVE

Thank you for your interest in the role of Care Assistant here at British Home.

We are proud of our long history of supporting people who live with neuro-disability to lead positive, independent and fulfilling lives. In common with many charities, the past few years have been particularly demanding. Your success in this role will ensure that we can meet our commitment to current and future residents.

I wish you good luck with your application and look forward to welcoming you to the team at British Home.

Paul Perkin, Chief Executive

ABOUT BRITISH HOME

British Home is registered charity 206222. We were founded in 1861 and moved to our current site on Crown Lane in Streatham in 1894.

We provide care, therapy, support and rehabilitation to people who are profoundly affected by complex neuro-disability. At any time, we have up to 80 residents across four units covering High Dependency, Long Term Care, Reablement and Palliative Care. An on-site Therapy Department provide bespoke programmes in both the therapy gym and in residents' rooms, and our Activities programme ensures that residents are socially active and engaged.

We are making significant investments in all of our services, and in capital projects, as we continue to move to being a Centre of Excellence in neuro-disability, able to support some of the most vulnerable people in our society.

We have over 120 staff across care and therapy teams, administration, services and maintenance. Expenditure in 2020/21 was £6.49m.

We are located at Crown Point in Streatham. Several buses stop nearby. The nearest station is West Norwood and there is ample parking on site.



ABOUT THE ROLE

Care Assistants at British Home meet the personal and social care needs of residents, in a way that respects the dignity of the individual and supports residents' well-being and independence.

Details

Salary £18,716 to £21,335 (depending on QFC); overtime rate at 133% of normal salary

Based at British Home, Crown Lane, London SW16 3JB

Reports to Designated Member of Senior Team

28 days Annual Leave, pro rata, inclusive of Bank Holidays

Free on site parking for all staff. One free hot meal per shift.

Responsibilities

- Undertake the role of key-worker with a group of residents under the supervision of a senior member of staff and to assist in the admission of residents.
- Participate in developing and reviewing individual care plans for residents, this may include residents with dementia, in accordance with the Care Policy manual.
- Respect residents' rights to privacy, dignity and choice.
- Provide personal and social care in accordance with individual care plans with the aim of enhancing the residents' social, physical, emotional and spiritual well being.
- Engage in social care activities with residents throughout the day (and night if appropriate), according to the care plan and as recommended by senior staff and/or activities coordinator.
- Relate positively and spontaneously with residents to enhance their experience and well-being, either whilst providing private individual care or in communal settings, all the while preserving their dignity and respect.
- Attend and contribute to resident review meetings.
- Answer emergency bells promptly, assess situation and take appropriate action.
- Assist with the induction of new staff, in accordance with the induction policy.
- Assist residents who need help with personal hygiene carried out safely according to the organisation's Policy and Procedures.
- Help residents with mobility problems and other physical disabilities, including the use and care of aids and personal equipment. Where there is a need for residents to be moved, then reference must be made to the care plan/risk assessment to ensure that the manoeuvre can be carried out safely.
- Assist in the care of residents who are unwell or dying.
- Assist residents to compile life-story materials and encourage discussion about their interests, memories and ambitions.
- Receive, record and communicate information and messages in accordance with the home's procedures.
- Liaise with relatives, advocates, friends, volunteers and other professional agencies and other visitors to the Home. Meet and greet visitors to the Home and establish identity in

accordance with the Home's security systems.

- Attend and participate in staff meetings.
- Maintain all residents' records and give written and verbal reports, whilst ensuring confidentiality.
- To complete QCF 2 in care or equivalent and attend training and development sessions as appropriate including compulsory Health & Safety Training as designated for the role. This may involve travelling to other locations.
- Attend and participate in regular formal supervision and appraisal sessions
- Be aware of and adhere to the organisation's Health and Safety Policy and the requirements of the Food Safety Manual. The post holder must co-operate with the Home Manager and other senior staff to enable them to fulfil their health and safety responsibilities.
- Be aware of and adhere to the organisation's policies contained in the Employment Policies and Procedures Manual.
- Support the ancillary staff in carrying out general housekeeping duties as and when required.
- Work to a rolling 7 day rota as required which may include weekends.
- There may be a requirement to travel to Regional, Head Office or other locations for the purpose of meetings or training relevant to this post.

Person Specification

- Understanding and support for the values of British Home
- QCS level 2 in care or equivalent. / Willingness to undertake QCS level 2 in care.
- Previous care experience or experience of working with people.
- Ability to work as part of a team.
- Ability to maintain all aspects of confidentiality.
- Clear verbal communication skills.
- Open listening skills.
- Clear and concise written skills.
- Ability to prioritise tasks.
- Ability to read and understand basic instructions.
- Ability to work within a quality and customer focused service.
- Sensitivity to needs of people with neuro-disability.
- Ability to use own initiative.
- Willingness to be trained and developed.
- Flexible approach to work.
- Ability to undertake occasional travel for training purposes.
- Ability to work on a 7-day rota.
- Full commitment to Equal Opportunities and anti-discriminatory working practices.
- Positive attitude to Health & Safety.

This job description is not exhaustive and you may, from time to time, be required to undertake other duties at, or on behalf of, British Home.





BritishHome

OUR VALUES

British Home puts the individual at the heart of their care.

We understand that every individual will have their own targets and motivations, and that rehabilitation is a process that people take at their own pace.

Recognising the advantages that our diversity provides, we will harness the talent and energy of everyone at British Home: staff, volunteers, residents, families and carers.

We are committed to the highest standards and embrace innovation and models of best practice.

In everything we do, we will act with integrity, openness and honesty.

To apply for this role, please complete an application form and send it to: Human Resources Department, British Home, Crown Lane, Streatham SW16 3JB or email lataja.ballin@britishhome.org.uk.

It is a requirement of this role that a full Disclosure and Barring Check be completed before employment at British Home can commence.