

Job description

Job details

Position

Temporary Personal Assistant

Job reference:

RA10/15/CW

Hours

24 hours a week Monday to Friday 7.30am start each day to 12-12.30pm. The hours can be split during the day but the 7.30am start is a must. This is a temporary position to cover long term sick leave.

7 hours also available on a permanent contract for evenings 1 hour, 7 days a week. The hours could be combined.

Rate

£9.50 per hour

Area

Northampton (NN3 Area)

About the employer

The employer is a young mother living in their family home in Northampton, with various health conditions including, fibromyalgia, Autism, occasional fits, that affect their daily life and also to support with a bedtime routine for their 11 year old son with ADHD.

Main Duties

- To organise medication in to dosette box and ensure taken daily
- Supporting me to get my son up and ready for School.
- Preparing and cooking and washing up and cleaning kitchen
- Support with general household tasks, dusting, hoovering, cleaning bathroom, washing etc.
- On occasion support with personal care, mainly being present in home whilst showering but depending on pain support with hair washing.
- Support with brushing hair if unable to reach.
- Carry out shopping having completed a list and then pack away.
- Escort to occasional doctor's appointments or to visit family.

- Therefore, driver with own car essential, mileage will be paid.
Evening routine for the 7 hours
- To encourage a good bedtime routine for their son
- Personal Care, to support/encourage with having a shower
- To encourage to eat his evening meal
- To encourage and supervise the cleaning of his room
- To supervise/prompt mother's evening medication routine, mainly to ensure they have been taken
- Any other task which the employer may reasonably ask you to do which falls within the scope of the job as a Personal Assistant.

Additional employment information

The successful applicant will be friendly but firm, able to give empathetic support, kind and patient. Experience of working with ADHD desirable but not essential.

Please note this role is subject to satisfactory disclosure from DBS checks.

Please note you will be directly employed by the person (or their representative) that you will be assisting. The council is **not** the employer.