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**Job Description: Senior Carer**

<b>Values Based Job Description And Person Specification</b>	
<b>Job title:</b>	Senior Carer
<b>Reports to:</b>	Nurse/Deputy Manager
<b>Job overview:</b> (note: in addition to these functions, employees are required to carry out such duties as may reasonably be required)	To provide leadership to the care staff within Silverways Nursing Home (Christchurch Housing Society). To provide care in accordance with current best practices, according to policy and procedures, agreed standards, legislative requirements, relevant regulations under the direction of the Manager. To supervise the care services within Silverways Nursing Home (Christchurch Housing Society) in accordance with agreed standards. To maintain skills at a current level and undertake such training and development as may from time to time be required to maintain practices as up to date.
<b>Location:</b>	Silverways Nursing Home (Christchurch Housing Society).

<b>Responsibilities And Duties Of The Job</b>	
<b>Role specific duties:</b>	Ensure Service Users are at the heart of the care delivery and their wishes and preferences enhance their wellbeing. To contribute to the efficient running of the service. Support Service Users to maintain their relationships and connections with the local community. Ensure Care Plans and other information about how to support Service Users are followed. Be responsible for informing the Nurse of any changes in the needs of Service Users. Be responsible for promoting and safeguarding the welfare of those individuals they support.
<b>Working with others:</b>	Develop effective working relationships with other employees within Silverways Nursing Home (Christchurch Housing Society). Work in cooperation with members of the multi-disciplinary teams to maximise opportunities for Service Users. If desired by the Service User, maintain and develop relationships with family, friends and other people important in their life.
<b>Leading by example:</b>	Seek opportunities for personal and professional growth. Be a role model for other carers and be an ambassador for the service. Be professional, polite and responsive all times.
<b>Personable responsibilities:</b>	Knowledge of, and work within, the Fundamental Standards. Understand the regulatory framework that governs the service, including the role of CQC and their requirements. Commit to achieving the relevant qualifications commensurate with the role. Attend statutory training and any other training as directed by the management. Understand and follow all policies and procedures relevant to the role. Be open to learning opportunities.

### Person Specification

<b>Specific Requirement For Qualifications</b>	<b>Essential</b>	<b>Desirable</b>
Good English – written and verbal	✓	
RQF diploma level 3 health and social care	✓	
Supervisory or management qualification		✓

Specific Requirement For Skills	Essential	Desirable
<p><b>Proficient written skills</b> Work with the Nurse to review the Care Plans as part of the Resident of the Day and have input into the care records in accordance with Silverways Nursing Home (Christchurch Housing Society) Policy.</p>	✓	
<p><b>Leadership skills</b> Ability to support and orientate new employees to the job role and service. To be involved in the review of all new staff during the probation period. To be a role model to other staff. To work on both floors as needed.</p> <p>Provide and oversee staff providing people with support/assistance as they accomplish daily tasks, including bathing, eating, dressing, grooming and using the bathroom. Communicate any problems, concerns or changes to the Nurse or and the Service Users' family members as needed.</p>	✓	
<p><b>Communication skills</b> Senior Carers need to build rapport with Service Users by establishing personal connections and showing interest in their lives. The post holder should recognise the importance of effective communication within the multi-disciplinary team, with Service Users and their families/friends, whilst recognising people's needs for alternative methods of communication and respond accordingly.</p>	✓	
<p><b>Problem solving skills</b> Senior Carers need to be able to adapt and address situations quickly. Plan, develop, implement and assess approaches to promote health and well-being, whilst recognising and reporting situations where there might be a need for protection.</p>	✓	

Specific Requirement For Previous Experience	Essential	Desirable
Previous experience of working in a similar environment	✓	
Previous experience of working in a similar supervisory role	✓	
Experience of working with service users, in particular, those that may have additional support needs	✓	
Previous experience of managing the floor, e.g. The pairing of staff to work together, ensuring adequate cover of staff during breaks		✓

## Value-Based Personal Qualities

AREA	SPECIFIC REQUIREMENT
<b>Working together</b>	Involve Service Users, family, external agencies & colleagues. Speak up when things go wrong.
<b>Respect and dignity</b>	Understand person-centred care and can demonstrate treating people as individuals and respecting choices. Promoting independence and encouraging appropriate risk taking.
<b>Everybody counts</b>	Ensuring no one is discriminated against or excluded. Understand human rights and impact on care delivery. Facilitating people to “speak up” about concerns and acting upon them.
<b>Commitment to quality Of care</b>	Striving for quality in everything we do, recognising and understanding what quality in care means for people using the services. Being accepting about criticism and focusing on improvement. Being open to new opportunities for learning and identifying the limits of skills and knowledge.
<b>Compassion</b>	Treating people with kindness. Understanding the importance of empathy in all areas of employment. Understanding the values of others and always providing a caring service.
<b>Improving lives</b>	Focus on how things could be done better and sharing ideas. Understanding of wellbeing and what is important to people using the service. Improving outcomes for people. Ensuring appropriate services are provided for people using the services.