

# Canterbury City Community Centre Inc

## POSITION DESCRIPTION

<b>Position:</b>	<b>Community Care Workers</b>
<b>Classification:</b>	SCHCADS Home Care Employees
<b>Hours:</b>	Casual
<b>Responsible to:</b>	Community Care Co ordinator

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This will be a rewarding role for a friendly and energetic person who can make a real difference to the lives of frail aged residents in the Inner West.

### **Reporting & Organisational Context:**

Community Care Workers are responsible to the Community Care Co ordinator.

### **Position Objectives**

- To support consumers of the Home Care Packages Program to remain living in their own homes in a way that maintains their dignity and promotes their independence.
- To ensure that individual goals and plans are met through delivering a Consumer Directed Care service which promotes re-ablement

### **Knowledge, Skills and Experience**

#### Essential Criteria:

- Certificate III in Aged Care or Certificate III in Individual Support (which includes specialization Units in Ageing or Home and Community Care).
- Appreciation and enjoyment in working with older people
- Patient, supportive and non judgemental
- Good time management skills
- Punctual, reliable and committed to delivering high quality services
- Current driver's licence, access to a comprehensively insured motor vehicle and safe driving record
- First Aid Certificate or willingness to obtain
- Basic computer skills.
- Capacity to communicate electronically including mobile phone and email.
- Flexibility to work varied shifts
- Reasonable level of fitness to undertake work of a physical nature

#### Desirable Criteria:

- Cross cultural skills and ability to understand and deliver Services to special needs groups.
- Community language
- Experience and understanding of the needs of people with dementia

### **Principle Tasks**

- Assisting Consumers with domestic tasks such as laundry, ironing, vacuuming, dusting, mopping, sweeping, changing bed linen, cleaning kitchen and bathroom surfaces, including baths, showers and toilets.
- Assisting Consumers with shopping, transport to medical appointments and social activities.
- Assisting with personal care, showering, dressing and using the toilet

- Assist with meal preparation and cooking
- Prompting use of medication
- Assist Consumers meet other goals as determined in their Care Plan

Other

- Comply with the Centre's Code of Behaviour
- Commitment to the Charter of Rights and Responsibilities for Home Care Consumers

All employees at Canterbury City Community Centre are required to successfully complete a criminal records check.

**Employee's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Manager's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_