



ST. JOSEPH'S FOUNDATION

Bakers Road, Charleville, Co. Cork

Website: www.stjosephsfoundation.ie.

St. Joseph's Foundation is a voluntary organisation providing comprehensive services for people with intellectual disabilities. Founded in 1968 the Foundation has grown through continuously responding to the needs of people with intellectual disabilities and their families.

The Foundation provides services to children and adults, through day services, residential, respite care, and home support in the North Cork and South West Limerick region. We have day and residential services in various locations in the North Cork and South Limerick area; such as Charleville, Dromina, Newtownshandrum, Buttevant, Newmarket, Mitchelstown and Mallow, in Limerick; Ballylanders, Ballyagran, Bruree, Bruff Croom Dromcollogher, Granagh Kilmallock, and Liskennett.

St. Joseph's Foundation is a lead agency in Cork Kerry Community Healthcare for the North West Cork and the North East Cork Children's Disability Network Teams. These teams provide services from 0-18 under the National Progressing Disability Services Programme and are based in Mallow and Fermoy.

Applications are invited for the following post:

HEALTH CARE ASSISTANTS (maximum 39 hours per week)

DAY/RESIDENTIAL SERVICES

Permanent Posts Full time, Permanent

The ideal candidates will have:

- Experience of working with children/adults in the field of intellectual disability some of whom may present with behaviour which challenges.
- QQ1 Level 5 Course
- A high degree of flexibility and the ability to work as part of a team.

Informal enquiries to the HR Recruitment Team on 063 89252

Notes:

- Qualifications must be validated with the Department of Health & Children if studies were completed outside Ireland.
- Department of Health & Children Salary Scales section 39 restored pay scales 01/10/2021.
- A full Irish/EU Driving Licence and indemnification of the Foundation on your car insurance policy **is a requirement** of the posts.
- Panels of suitably qualified persons may be formed from which further vacancies may be filled.
- Please forward curriculum Vitae by email to recruitment@stjosephsfoundation.ie
- Closing date is **Monday 30/05/2022**

St. Joseph's Foundation is an equal opportunities employer.

JOB DESCRIPTION

<u>JOB TITLE:</u>	HEALTH CARE ASSISTANT
<u>REPORTING TO:</u>	NURSE/SUPERVISOR/SOCIAL CARE WORKER/SOCIAL CARE LEADER
<u>RELATIONSHIPS:</u>	STAFF / VOLUNTEERS
<u>LIAISE WITH:</u>	Staff in Adults and Children's Services and Multidisciplinary Team.
INITIAL HOURLY COMMITMENT:	As required - Day / rostered duty working in any one of the locations of St. Joseph's Foundation in accordance with the rosters and mobility programme operated by the service up to 39 hours per week.
<u>INITIAL ASSIGNMENT:</u>	CHILDREN / ADULT SERVICES - ST. JOSEPH'S FOUNDATION

JOB GOAL:

To assist Line Manager, Support Service User and develop their strengths to the best of their ability.

DUTIES/RESPONSIBILITIES:

Care for the day to day needs of the service users:

- Physical care – helping those who require assistance with dressing, personal hygiene, toileting etc.
- Facilitating service users to use their leisure time tailored to their needs, with an emphasis on community
- Instruct, supervise and support service users in daily living, work and leisure programmes as assigned and monitor progress.
- Recognise and report problems, physical/social/emotional and assist in the implementation of relevant programmes to counteract same.
- To work positively and constructively with service users who may present with challenging behaviour, and be involved in the planning and implementation of specific individualised approaches and programmes designed for these service users.
- To drive service users (using the Foundation's Transport) to and from day and residential services and leisure/ social outings etc as required.
- To contribute to the instruction of new staff and volunteers.
- Ensure adequate reports are kept as requested.
- Maintain a high standard of orderliness, cleanliness and tidiness within the area so that the working / living environment is pleasant and comfortable for all.
- You may also be required to provide support for a service user in locations outside of St Joseph's eg accompanying service users on holidays/family outings or a hospital stay.

- You will be required to assist our service users while they are using the therapy pool and based on their need you may be required to join them in the pool. Your Line Manager will provide you with advice on using the pool with the service user and the lifeguard / instructor on duty will advise you on best/ safe practice in the pool.

HEALTH & SAFETY

- To be aware of and practice the correct use of all aids & appliances e.g. Hoists.
- Ensure all accidents/incidents are reported and documented in accident/incident book as held in each area.
- Make oneself aware of the Foundation's duties and the employee duties under the Safety, Health and Welfare at work Act 2005.
- Report faulty equipment and fittings to the Line Manager.
- To ensure adequate knowledge of and compliance with emergency actions and plans.
- To ensure fire and safety precautions are implemented and maintained.

GENERAL

- To promote a positive and dignified awareness of learning disability in the community.
- To undertake relevant training courses (both in house and external) as may be required to develop the necessary skills to meet organisational needs.
- Be familiar with new developments in the field of Intellectual disabilities, HIQA guidelines for residential care and any other policies or guidelines pertaining to the role of Care Assistant.
- To act as a Key Worker for service users as required.
- To attend courses/seminars/meetings as requested/approved by the Manager of Adult/Children's Services or Chief Executive.
- To ensure that parents and other visitors to the services are attended to with tact and consideration.
- As the above is not an exhaustive list of duties and responsibilities, this job description may be revised from time to time to take account of any change in requirements of the position or any other duties as may be assigned by the Manager of Adult/Children's Services or Chief Executive.

CONFIDENTIALITY.

In the course of your employment, you may have access to or hear information concerning the medical or personal affairs of clients or staff or other centres' business. Such records and information are strictly confidential. In addition, records must never be left in such a manner that unauthorised persons can obtain access to them.

Health Care Assistant 39 h/p/w

Section 39 Restored Salary Scale 01/10/2021

	Per Hour	Per Annum
1	13.75	27,989.68
2	13.98	28,453.89
3	14.35	29,206.33
4	15.24	31,010.04
5	16.29	33,144.95
6	16.57	33,721.60
7	17.28	35,155.62
8	17.80	36,228.23
9	18.23	37,102.27
10	18.71	38,083.75
LSI	19.09	38,843.62