

Health Care Assistant (H.S.A) Housing First

Job Title:	Health Care Assistant (H.S.A)
Reports to:	Service Manager – Housing First
Location:	Galway County and surrounds
Contract details:	1-year fixed term, 37 hours per week
Salary Details:	HSE Health Care Assistant 02/02/22 scale €30,601- €39,439
Job Purpose:	To support people who have significant social care needs who live in their own homes, to live independently, and enhance their independent living skills.
Main duties & Responsibilities:	<ul style="list-style-type: none"> ▪ To carry out all tasks that facilitate the person being supported to live as independently and as well as possible and experience some of the good things in life. ▪ To work collaboratively with the case managers (HSO's) to come up with optimal support plans with the person being supported. ▪ To take a calm, kind, respectful and proactive approach with the person being supported. ▪ Maximise the person's dignity at all times. ▪ To assist as necessary with practical tasks of independent living: such as bill payment, home management, budgeting, self-care, follow through on health and well-being and community engagement. ▪ To assist with the operation, organising, and general tasks in the wider service and as assigned by the line manager. ▪ To act as appointed First Aid Responder as required. ▪ Carry out all duties with reasonable care, ensuring your own safety and the safety of the person you are supporting. ▪ Act in a professional manner in all circumstances when engaging with clients, colleagues, other agencies and the public. ▪ To systematically log and record all interventions in line with policies and protocols. ▪ Maintain confidentiality on all matters relating to staff, volunteers, clients and general Simon Community Business. ▪ Be aware of and adhere to all current Simon Community Policies and Procedures. <p><u>Health and Safety</u></p> <ul style="list-style-type: none"> ▪ Act as appointed First Aid person as required. ▪ Carry out all duties with reasonable care. ▪ Be proactive in ensuring optimal infection control in the service environs. ▪ Ensure that designated fire procedures are carried out. ▪ To be vigilant in relation to health and safety and welfare risks in the workplace and bring concerns to the attention of the line manager or health and safety representative. ▪ Ensure the Health, Safety and Welfare of clients is prioritised at all times within services.

	<ul style="list-style-type: none"> ▪ Participate in routine maintenance, cleaning, and health and safety inspections, in line with operational procedures and standards. <p><u>Service Delivery</u></p> <ul style="list-style-type: none"> ▪ Work in an organised and efficient manner in order to effectively meet the needs of a diverse caseload. ▪ Be part of a team that has a clear commitment to the delivery of a high-quality service, and accords with recognised best practice. ▪ Act in a professional manner in all circumstances when engaging with clients as well as other support agencies. ▪ Work in a culturally appropriate way with people from a range of ethnic and cultural backgrounds ▪ Have a willingness to adopt and adjust as needed to maintain effective working relationships with clients that are focused on ensuring their support needs are most effectively met. <p><u>Administration</u></p> <ul style="list-style-type: none"> ▪ Systematically log and record all interventions with and on behalf of clients, utilising the Tools identified by GSC such as PASS, & Vi-Clarity etc. ▪ Work in accordance with Health and Safety guidelines and best practice. ▪ Work within the Guidelines of Children First, and follow necessary procedures where concerns around children’s safety and welfare are encountered. <p><u>Training</u></p> <ul style="list-style-type: none"> ▪ Attend and participate in training courses as required. ▪ Identify areas of future training need. <p><u>General</u></p> <ul style="list-style-type: none"> ▪ Maintain confidentiality on all matters relating to staff, volunteers, clients and general Simon Community Business. ▪ Be aware of and adhere to all Simon Community Policies and Procedures currently in operation. ▪ Attend staff and other meetings as appropriate. ▪ Provide up to date information and support to other Services within Galway Simon Community as necessary. <p>The above job description is not intended to be a comprehensive list of all key duties/responsibilities involved and consequently, the person can be required to perform other duties as appropriate to the position, which may be assigned to them from time to time.</p>
<p>Person specification:</p>	<p>Essential</p> <ul style="list-style-type: none"> ▪ Candidates must have a relevant qualification to a minimum of FETAC level 5 e.g. Care Assistant/Care of the elderly etc. ▪ 1 year’s experience working in a similar role within a social care setting ▪ Experience of record keeping and report writing.

	<ul style="list-style-type: none"> ▪ Demonstrate a capacity to work with vulnerable clients in a calm and effective manner. ▪ Subscribe fully to Galway Simon Community values and mission ▪ Have a valid and full clean driver’s licence; access to own vehicle for work-related purposes and be able to obtain insurance to indemnify Galway Simon and carry passengers in relation to work-related duties. <p>Desirable</p> <p>Candidates with one or more of the following will have a distinct advantage;</p> <ul style="list-style-type: none"> ▪ Health and safety training ▪ Previous experience of Lone Working ▪ Experience of working with vulnerable and disadvantaged groups
To Apply:	<p>All applicants should submit a CV to jobs@galwaysimon.ie, by 5pm on closing date on 15th April 2024</p> <p>If you have any questions in relation to this position, please contact the HR department via email jobs@galwaysimon.ie</p>
Galway Simon Community is an equal opportunities employer and welcomes applications from all sections of the community.	