

Health Care Assistant Homeless Prevention Services

Job Title:	Health Care Assistant
Reports to:	Service Manager
Location:	Galway City and surrounds
Contract Details:	Permanent, 37 hours per week, including some weekends and evenings.
Salary Details:	HSE Health Care Assistant 01/03/23 salary scale €31,743 - €40,738
What we offer:	<ul style="list-style-type: none"> • Sundays: Time and a Half • Public Holidays: Double Time • 25 Days Annual Leave • Employee Pension Scheme • Employee Assistance Program • Bike to Work Scheme • Education Assistance Program – financial support for upskilling/qualifications • Death in Service benefit – 2 times annual salary
Job Purpose:	To support people who live in their own homes & shared homes, to live independently, enhancing independent living skills, supporting to attend appointments and participate in community groups and activities to build connections in the community.
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 (HSOs) 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, maximising 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.

	<ul style="list-style-type: none"> ▪ Be aware of and adhere to all current Simon Community Policies and Procedures. <p>This Job Description is intended to indicate the broad range of responsibilities and requirements of the position. It is neither exhaustive nor exclusive but while some variation can be expected in particular duties, as the position evolves, the outline is considered to provide a reasonable general description of the position.</p>
Person specification:	<p><u>Essential</u></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 experience working in a similar role. ▪ 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. ▪ To be available to work every other weekend as part of the roster. <p><u>Desirable</u> <i>(Candidates with one or more of the following will have a distinct advantage);</i></p> <ul style="list-style-type: none"> ▪ Previous experience of Lone Working ▪ Experience of working with vulnerable and disadvantaged people ▪ Experience using Microsoft Email, Calendar & TEAMS
To apply:	<p>All applicants should submit a CV and Cover letter to jobs@galwaysimon.ie, by 5pm on closing date Sunday 11th August 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	