

<b>Position</b>	Personal Assistant
<b>Job Ref:</b>	AE03/19/JH
<b>Rate</b>	£8.21 per hour
<b>Hours</b>	4 hrs per week initially. This may increase up to 10 hrs per week.  Core Hours: 12.00pm – 2.00pm on Tuesday & Thursday.  Extra hours around these times, worked flexibly during the week will be discussed at interview.
<b>Area</b>	Burton Latimer, NN15 Area

A much loved wife with a diagnosis of Frontal Lobe Dementia seeks a Personal Assistant who is sensitive and patient with an understanding of long term conditions, to provide respite for her husband who is her full-time carer.

**Duties include:**

To 'sit' with the Employer, allowing her husband to leave the house for shopping and other necessary trips as well as allowing him some respite time to himself.

- Making drinks and snacks for the employer, as needed.
- Preparing and sometimes cooking a meal on occasion.
- Washing up and tidying the kitchen afterwards.
- Some light house work including cleaning when other duties allow.
- Support the employer to go to the bathroom as needed. (the employer is able to attend to her own toileting and no personal care is needed).

The priority at all times is ensuring the safety and well-being of the employer, whilst allowing her to go about her own chosen routines in her home. This will call for a patient, caring person who is flexible and empathetic around the needs of the employer.

The successful applicant should be able to do things under their own initiative, respectful of the employer's right to choice and self-determination and willing to carry out any other task which may be reasonably asked for, which falls within the scope of the job as a Personal Assistant.

Please note you will be directly employed by the person (or their representative) that you will be assisting. We as an organisation are NOT the Employers.

We do not accept CV's. An application form will be sent to you when you apply, and this needs to be completed and returned to us for you to be considered for this position.

**IF YOU DO NOT RECEIVE THE APPLICATION FORM WITHIN 3 WORKING DAYS, PLEASE ENSURE YOU CHECK YOUR "JUNK BOX" (AS OUR EMAILS ARE SOMETIMES WRONGLY IDENTIFIED AS SPAM).**

**\*\*Please disregard the posting date – if the position is still visible on the job site, then it is still active and open to applicants. Jobs that have been filled or archived are removed immediately\*\***