

JOB DESCRIPTION

Job Description: Buddy/Therapy Assistant

Responsible To: Case Manager

Supported by: Case Manager Assistant

Employed by: Wilsons LLP acting as Deputy on behalf of the Client

The responsibilities of the Buddy/Therapy Assistant will be:

- Being responsible for the safety and well-being, including supporting as required with the personal hygiene needs of the client.
- Providing support in the client's home and to assist with all personal care, developing his independence daily living activities, including assisting with age appropriate activities aimed at supporting our client's needs.
- To support with preparing of meals if required.
- To work on a physiotherapy programme under the supervision and guidance of a chartered Paediatric Physiotherapist.
- To work on an active programme of support to include a range of activities.
- To support recommendations made by the Occupational Therapist and incorporate into his daily routine and to promote his independence.
- Follow manual handling assessments and guidelines.
- To assist with homework.
- Facilitating/enabling the client to participate in as many of the curriculum related activities and tasks as possible.
- Being familiar with the therapeutic programme prescribed by the Treating Therapists and carried out at home, so that there is continuity of approach between home and school.
- To take the client swimming under the direction of the physiotherapist.
- Maintaining a written record of the client's day, key activities and events of the day at home.
- Handover/communication to parents as required.
- Maintaining the confidentiality of the family whilst at work.
- Attending meetings with the Case Manager, likely to be held on a monthly basis.
- Assisting with light household duties to keep the clients bedroom and bathroom clean and tidy, laundering of clothes and preparing of meals and drinks as required.

PERSON SPECIFICATIONS

Essential:

- Demonstrate a high quality of verbal and written communication skills.
- Previous experience of working or volunteering with children.
- Demonstrate awareness of risk.
- Evidence of enabling skills and ability to encourage independence.
- Must have a positive attitude.
- Must have a good sense of humour.
- Must demonstrate ability to work confidently alone.
- A high level of mental and physical stamina.
- Must demonstrate a high level of organisational and administrative skills.
- A full UK driving licence.

Desirable:

- Previous experience of working with clients who have a spinal injury.
- Previous experience of working one-to-one in a client's home/educational or community setting.
- Previous experience of rehabilitation and working with therapists.

This is by no means an exhaustive list and there are other areas, which will become apparent as time goes by.

Part of your role is to carry out any reasonable request.

Please acknowledge that you have received the Buddy/Therapy Assistant Job Description outlining the responsibilities of the Buddy/Therapy Assistant which will be discussed in more detail as part of your training.

*Please note: Community Case Management Services Ltd are not the Employer nor should we be referred to as such.

Signed

Date