Child Care Officers Child Care Coordinators

Location **South East, Surrey**
https://www.freeadsz.co.uk/x-197492-z

JOB DESCRIPTION Hours: 35-40 hours per week, worked over a rota from Monday - Sunday JOB TITLE: Care Officer Main Activities To provide social work services to clients and to be involved in the development of services and staff. To assist the Manager and other staff members in creating a caring and supportive relationship with the resident/s within the home. To contribute towards establishing a comfortable and healthy environment for them to live in. Responsible for the safe keeping and any appropriate recording of petty cash, housekeeping and residents monies when on duty. Also for cost effective purchasing for the home when out shopping. To manage complex caseload and to oversee and have up-to-date knowledge of all cases and discuss and update manager regarding any issues. Assist in general housekeeping and domestic duties including cooking and washing throughout the home, involving residents where appropriate, teaching them new skills and helping them to contribute to their own well-being. Facilitate and accompany service users on social outings and recreational activities within the local community thereby ensuring residents become involved in community life. Assist service users in maintaining a high standard of personal hygiene where appropriate in order to create an awareness of the importance of personal appearance. Assist with the implementation of agreed care plans and contribute ideas with service users to maximum their full potential. Providing residents with the opportunity for growth mentally physically, practically, and emotionally. Ensure the Manager/s are always made aware of any incidents, accidents or complaints. Special conditions Full driving license valid for usage in the UK Access to a car with full business insurance Enhanced DBS disclosure Ability/willingness to travel from location to location Required to work unsociable hours To carry out other ad-hoc duties when required ;

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