

JOB DESCRIPTION
PERSONAL ASSISTANT
VACANCY REF: PAREG-173

Purpose of Job

The aim of the role is to provide support that is required that will allow me to lead my life independently.

A bit about me: I have MS which has affected my spine and am unable to walk. I am married and a mother to a 3 year old – we also have a border collie dog. I enjoy gaming, music (metal) and spending time with my friends. I used to spend time going for hikes and taking part in airsoft.

What is important to me? Spending time with my family.

A bit about why I need support: I am living with MS and need someone to support me with:

- **Personal Tasks:** Help with going to the toilet and getting dressed; showering and getting ready for bed.
- **Domestic Tasks:** Help around the house.
- **Other Tasks:** When there is time, help with some physio.

Personal Qualities & Attributes Required

- I am looking for someone who is friendly and approachable
- Responsible, reliable and trustworthy.
- Good communication and social skills.
- To respect confidentiality and privacy and be sensitive to my needs
- To understand that dignity and independence are important.
- Able to accept responsibility
- Be willing to learn and have the ability to work on your own initiative.
- Must like dogs.
- Must be good with children.

PERSONAL CARE: It is requested that the applicant is female due to the role involving intimate personal care. For this reason it is exempt under the general occupational requirement section of the Equality Act 2010.

Location: CHIPPENHAM

Work Pattern:

Lunch-time: 12:30 – 13:15 : help going to the toilet and some help around the house.

Dinner-time: 17:30 – 21:30 : Help with showering and changing into PJs and bed.

There may be some flexibility around times.

When there is time, help with some physio.

Pay: £TBC

Holiday: 5.6 weeks per year including bank holidays (pro rata for part time).

Additional Information

Appointment may be subject to a DBS check, funded by the employer.

Please note that this advertisement has been placed on behalf of an individual employer that we are supporting. Should your application be successful and you are offered the position, you will be directly employed by the individual employer and not by the Wiltshire Centre for Independent Living.