

Personal Assistant Job Description

Vacancy Ref: 235

Location	Trowbridge
Hours	4 hours per week (Flexible)
Payrate	£12 per hour
Holiday	5.6 weeks per year including bank holidays (pro rata for part time)
Driving Licence	Yes
DBS Check	Yes (This will be funded by the employer)

A bit about me:

I am a disabled young adult needing support with household tasks, and sometimes supervision to make sure I am ok. I would also like to get out of the house more as I transition into being an adult and access the community. I live in Trowbridge. I am interested in the arts, I love dogs. I am interested in films/theatre and open to new experiences. I am currently doing an art qualification and I am hoping to go to university next year. I am a member of the LGBT+ community, so acceptance/support of that is integral.

About the role:

I am looking for someone friendly who can drive, who is understanding of invisible illnesses. I think it would be a bonus if this was a younger person as it would make it less noticeable that I am having support which I would like, however it is not essential. It would be great if this person had an interest in art or a creative discipline and had recently completed a related qualification. I would want somebody to be proactive and suggest things to do. This position is for 4 hours per week although this can be flexible at 6 hours one week and 2 the next. This can be discussed.

The kind of person I am looking for:

The support needs fluctuate, you would need manual handling skills as I need to be pushed in my wheelchair when going long distances. Other days I can use my walking stick if it's a short distance. Hair washing may be needed sometimes. I would most like support with enabling me to be more generally independent. Eg going to the shop to buy ingredients, then cooking a meal. Other days it may be something like practicing using public transport or visiting an art gallery or go to the cinema. I struggle with physical aspects of my art work at times eg cutting and sticking repeatedly, so help with this may be needed occasionally.

Application Form: <https://www.wiltspa-reg.org.uk/vacancies-board/>

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.