



Job Description

Personal Care Worker

The role of a Personal Care Worker (PCW) encompasses a range of tasks designed to assist Summerset residents with their daily living. It's about creating a nurturing environment that considers individual preferences and clinical requirements to best support our residents in a holistic way supporting their personal care needs as well as providing emotional and social support.

Personal Care Workers provide care and support to residents in a respectful and considerate way in line with Summerset policies and procedures.



STRONG ENOUGH TO CARE



ONE TEAM






STRIVE TO BE THE BEST



BRINGING THE BEST OF LIFE

Business Unit	Operations
Department / Team	Village Operations
Reporting Line	Residence and Clinical Manager
Contribution / Responsibilities	<p>Personal Care</p> <ul style="list-style-type: none"> ● Provide personal care to residents under the guidance and direction of the Registered Nurse. This includes assistance with all day-to-day needs of the residents, e.g. showering, meals, toileting, and assistance with other needs. ● Follow the requirements of each resident's lifestyle or advanced care plan in a way that is respectful and focuses on creating the most enjoyable lifestyle that is possible for them. ● Work within a holistic care environment through the establishment of caring relationships with residents and their families, to enhance residents' mental, emotional, and spiritual well-being. ● Support the Lifestyle Team in the delivery of the activity programme and focus on creating an enjoyable and satisfying lifestyle for each resident according to individual's needs. <p>Create a good environment for residents, visitors and staff</p> <ul style="list-style-type: none"> ● Work as part of a team to support creating an enjoyable and safe home for residents, and an environment that is welcoming and pleasant for their families and supporters. <p>Whole of Village</p> <ul style="list-style-type: none"> ● Provide care assistance, including first aid response to the residents within the Residential Aged Care centre, and provide care assistance to residents anywhere within the village as required. <p>Clinical practices, residents' safety and well-being</p> <ul style="list-style-type: none"> ● Follow Summerset policies and procedures, maintain records, promptly inform clinical and senior staff of any concerns about residents and act in a way that is professional and ethical. ● Other tasks and duties that fall within responsibilities and skills of the role, at the request of the Residence and Clinical Manager or Registered Nurse on duty. This may include cleaning and housekeeping/laundry tasks escorting residents and assisting with organised activities for residents
Health & Safety	Be a proactive contributor to ensuring the health & safety of our people, our customers, our contractors and our residents. This includes conforming to Summerset's safety culture expectations of an environment of zero-harm and compliance with health and safety policies and procedures.
Qualifications and Experience	<ul style="list-style-type: none"> ● Achievement of Certificate III in Individual Support, (Ageing, Disability or Home and Community) or Summerset recognised equivalent ● A team worker who cooperates with others to ensure good outcomes for residents ● A genuine interest in working with older people ● Empathy, kindness and patience with people and emotional resilience to deal with challenging situations ● Excellent communication skills ● A positive "can do" attitude
Relationships	<ul style="list-style-type: none"> ● Personal Care Workers ● Clinical Team ● Lifestyle Team ● Registered Nurses and Enrolled Nurses

	<ul style="list-style-type: none"> • Clinical Services Coordinator • Residence & Clinical Manager • Village Operations Manager • Residents, families and supporters • Medical Practitioners and other allied health professionals. • Village staff
Dimensions	<ul style="list-style-type: none"> • Nil direct reports • Nil opex / capex budget
Other	This job includes all the main duties and responsibilities of the role; however, you may be required to do other tasks and duties, which would reasonably fall within the responsibilities and skills of the role, at the request of the Residence Manager, Village Operations Manager, or Regional Clinical Quality Manager

Values		
 STRONG ENOUGH TO CARE We treat our residents like family. We do what's right. We respect people as individuals.	 ONE TEAM We look out for each other. We take ownership and follow through. We share and listen to each other's ideas.	 STRIVE TO BE THE BEST We work hard. We like to win. We're always learning and improving.

