

Job Title:	Trainee Care Assistant
Department:	Care Services
Responsible to:	Senior Care Worker/Assistant Person in Charge
Duration:	12 Months Fixed Term

- Traineeship Purpose:**
- At Fold, we believe a rewarding career goes beyond a job: it is about growth, purpose and making a difference. We are committed to a culture where every colleague can explore opportunities, enhance their skills and progress in a supportive and inspiring environment.
 - We pride ourselves on offering exceptional career progression opportunities, and that is why we are delighted to announce the launch of our Trainee Care Assistant programme, which will see a Trainee placed in each of our two Homes with Care in Dublin over a 12-month period.
 - The Trainee Care Assistant positions will provide those with an interest in working and providing excellent care, with the supports and development opportunities necessary to progress and achieve solid foundations in which to establish and advance their care career.
 - The trainee care assistant role, offers an opportunity to gain valuable experience and develop skills in a supportive environment while working alongside an experienced “buddy” for guidance and will primarily be involved in providing excellent support and care to our residents, ensuring they continue to live a dignified and fulfilling life while in the care of Fold.

What you will do:

- Support residents with personal care (e.g. washing, dressing, toileting) in a respectful and dignified manner.
- Help serve meals and support residents who require assistance with eating and drinking.
- Provide companionship and engage residents in meaningful activities, outings, walks and conversations.
- Work alongside a “buddy” to assist in meeting the personal care needs of our residents ensuring their independence, dignity, and wellbeing is central at all times.
- Actively participate in the day-to-day activities of the housing with care scheme.
- Encouraging our residents to participate in the various activities of the housing with care scheme.
- Assistance with organising and facilitating an activities programme for residents that enhances their quality of life.
- Maintain cleanliness and hygiene standards in residents’ rooms, dining rooms and communal areas.

- Record and report care activities, concerns, or changes in residents' condition to senior colleagues and on epiccare/charts.
- Attend mandatory training sessions and actively participate in on-the-job training.
- Work towards achieving the relevant QQI qualification.
- Participate in the trainee care assistant training and development programme.

What you can expect:

- Trainees will be appointed to the first point of Fold's Care Assistant salary scale which is equivalent to €30,079.
- A fully paid 12-month role, working 35 hours a week.
- Access to colleague benefit schemes such as cycle to work scheme, employee assistance programme and Folds Wellbeing Programme
- Fold will cover the costs of the QQI training and will provide all mandatory and additional training currently offered to Fold care colleagues
- Mentoring and supervision by an allocated "buddy" that will support your professional development and career progression.
- Trainees will also receive a paid study period each week.

What you will require:

- No minimum experience required.
- A keen interest in pursuing a career in care.

Educational Requirements:

- Leaving Certificate

Duration:

- 12 months fixed term

Competency Requirements:

- Demonstrating caring and compassionate personality traits
- Open and willing to learn
- Team player

JOB SPECIFICATION

	CRITERIA	Essential	Desirable
1.0	EXPERIENCE AND EDUCATION		
1.1	Good general level of education to Leaving Certificate standard	P	
2.0	SKILLS AND ABILITIES		
2.1	Good communication skills – oral and written	P	
2.2	Experience of personal hygiene tasks	P	
3.0	SPECIALIST KNOWLEDGE		
3.1	Awareness and understanding of the care needs of older people		P
3.2	Awareness and understanding of care planning		P
3.3	Knowledge of Key Worker system		P
3.4	Awareness of requirements of Registration and Inspection		P

3.5	Knowledge of EMI		P
3.6	Awareness of Health and Safety Issues		P
3.7	Knowledge of the custody and control of medication		P
4.0	PERSONAL QUALITIES		
4.1	Ability to tolerate stressful situations	P	
4.2	Confident	P	
4.3	Honesty	P	
4.4	Assertive	P	
4.5	Sensitive	P	
4.6	Empathy	P	
4.7	Confidentially	P	
4.8	Warmth	P	
4.9	Compassionate	P	
4.10	Outgoing	P	
4.11	Ability to work with others	P	
5.0	OTHER		
5.1	Applications only accepted from over 18-year-olds	P	

All FOLD colleagues have a personal responsibility to promote and to support measures designed to create a working environment that is free from harassment or discrimination on the grounds of religion, community background, gender, marital status or disability.

This Job Description may be amended to facilitate changes in the better organisation of FOLD's activities and following consultation with the Job Holder.

FOLD operates a 'No Smoking on the Premises Policy'.