# Job Description: Evening Carer/Personal Assistant

### Job Title:

Carer / Personal Assistant

### Reports to:

Family of the lady requiring support

### Location:

In the lady’s own home in Torphins

### Salary:

£13.86 per hour

### Hours:

5 hours per week. (1 hour per evening, Monday – Friday)

Approx time: 6pm

### Job Purpose:

To provide kind and gentle support to an older lady living with dementia in her own home, helping her feel safe, calm, and comfortable as she prepares for bed. The role focuses on assisting with personal care, nightwear, and creating a relaxed environment for sleep.

## Key Responsibilities

## Evening Care Routine:

* Assist with changing into nightwear and preparing for bed
* Support with personal hygiene and toileting if required
* Help create a comfortable, safe, and peaceful bedtime environment
* Offer gentle reminders and encouragement in line with dementia best practices

**Emotional Support:**

* Provide patient and respectful companionship
* Engage in light conversation to ease any evening confusion or anxiety
* Offer reassurance and promote a sense of routine and familiarity

**Communication & Record-Keeping:**

* Communicate any changes or concerns regarding wellbeing to the family
* Follow the agreed care plan and household preferences
* Maintain discretion and respect for the lady’s privacy and dignity

**Person Specification:**

**Essential:**

* Warm, patient, and understanding nature
* Reliable and punctual
* Good communication skills and respectful manner
* **PVG check (or willingness to obtain) - Essential**
* Right to work in the UK

**Desirable:**

* Experience supporting people with dementia (formal or informal)
* Previous home care or elderly care experience
* Dementia care training or qualifications