

## **Job Description**

### **Minibus Driver/Activities Assistant**

Are you passionate about working with the elderly? Do you want the opportunity to develop and help support the running of activities programmes which will benefit the lives of residents? Are you fed up of not being rewarded for your hard work and dedication to your job? Do you want to work in a luxurious, modern care home where you can contribute to giving residents the highest quality of life?

#### **About the role.**

The Mini Bus Driver will work as part of the Activities Team and will be primarily responsible for promoting and delivering individual and group social activities within Sanders Senior Living's care philosophy. The activities will be designed to meet the needs of each resident, while promoting social skills as well as retaining and improving physical and mental activity where possible. You will work within a team ethos with the resident's choices, dignity, independence and personal safety being at the core of all activities.

Specific duties and responsibilities are, but not limited to;

- Assist in organising and participating in key events and trips out throughout the year, for example, the summer fete, seasonal celebrations, parties, charity events and so on.
- Consideration will be given to each resident's personal choices and support or care needs when developing home-based activities arrangements.
- Provide ongoing support for the residents, their families and the care team.
- Support resident and relative home meetings and participation forums, assisting the Wellbeing Leader in developing a resident newsletter at least every month, take and send quality photos and news items from the home for social media (with consent).
- Creatively gain feedback from residents, their families and the staff team to ensure that the activities offered are relevant and meet the residents' needs and choices

#### **About you.**

We are looking for someone with the following attributes:

- Level 2 (QCF) Supporting Activities Provision in Social Care - beneficial but not essential.
- Able to communicate effectively verbally and in writing.
- Able to organise and prioritise workload, and work under pressure.
- A caring and compassionate attitude while articulating true concern for people
- The ability to make responsible choices and decisions, while acting in the resident's best interest
- Past experience with the elderly would be desirable

- The ability to lead and actively motivate volunteers to encourage residents to take part in appropriate activities
- An outgoing personality with a sensitive sense of humour

***This Job Description indicates only the main duties and responsibilities of the post. It is not intended as an exhaustive list.***

***Sanders Senior Living reserves the right to amend this Job Description from time to time, according to changing business needs. Any changes will be discussed with you and confirmed in writing. Please note that you share with Sanders Senior Living the responsibility for making suggestions to alter the scope of your duties and improve the effectiveness of your post.***

***Please sign, print your name and date below to indicate your acceptance of this Job Description.***

***Signature.....***

***Name.....***

***Date.....***