

**COMPANION JOB PROFILE**

|  |  |
| --- | --- |
| **Reports to:** | Marlyn Baxter – Director – Ageless Companions Ltd  Denise Spence – Business Manager – Ageless Companions Ltd |
| **Job Purpose:** | The Companion provides support to those experiencing loneliness, isolation or to support family members in taking a break from their caring role. |
| **Key Tasks & Responsibilities:** | * Overseeing general welfare. * Promote Independence * Provide shopping service to client to include grocery and clothes shopping * Provide Companionship and emotional support * Provide reminders for appointments * Support attendance to medical appointments and accessing the community * Support client with preparation and serve meals/snacks * Engage the individual by conversing with them and planning and attending/driving them as they participate in appropriate social activities and hobbies * Ensure safety at all times * Act quickly and responsibly in cases of emergency * Liaise with family members when required * Listen to the persons’ needs, ensuring their environment is clean and tidy * Monitoring, recording and reporting any developments or concerns to appropriate parties, ie Manager, family members. |

|  |  |
| --- | --- |
| **Requirements and Attributes** | * Integrity and Sympathetic approach * Respectful and Compassionate * Strong work ethic * Willingness to follow directions and adhere to all Company policies and procedures * Excellent time management skills * Outstanding communication and interpersonal skills * Caring, patient and pleasant manner * Respect for the dignity, needs and decisions of the individual * Ability to work on own initiative * Ability to listen and respond * Good personal presentation and personal hygiene * Excellent references and a valid drivers’ license with clean driving record. * Willingness to attend supervision meetings and training sessions requested by the Manager * First Aid or nursing training is advantageous |