

**COMPANION JOB PROFILE**

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| **Reports to:** | Marlyn Baxter – Director – Ageless Companions LtdDenise 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.
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| **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
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