

Home Care Worker

Question and Answer Factsheet

What does a Home Care Worker do?

A [Home Care Worker](#) supports Anglicare's clients in their own home. They work in partnership with our clients, following a wellness approach.

A [wellness approach](#) builds on the strengths, abilities and goals of the individual client. It encourages and strengthens independence through participation in daily living tasks. There are many elements that contribute to wellness which include:

- Social
- Physical
- Emotional
- Intellectual
- Spiritual.

Our busiest hours of service are between 7.00am and 3.00pm, Monday to Friday. Some after hours and weekend work may be required.

They need to:

- Work Independently in a timely and efficient manner
- Be confident in using a mobile phone to use our rostering app and email communication
- On average visit up to 5 clients in their homes each day
- Acknowledge and adhere to each client's individually developed Care & Support plan
- Wear an Anglicare provided uniform and carry ID.

Other things they may need to do are:

- Assist clients with all aspects of Personal Hygiene (showering, grooming, and dressing)
- Observe client's general health and well-being and report any changes or concerns

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- Assist clients with medication administration or prompting
- Transporting clients to and from activities and appointments
- Assist clients with purchases
- Attend scheduled meetings or training
- Work with other team members of their client team and office based staff.

Please read the official Position Description for a full list of 'Primary Tasks' involved in this job.

Videos - Hear it from our team

If you would like to hear about what the job entails from one of our team members visit anglicare-tas.org.au/hear-it-from-our-team and tick 'Aged & Home Care' for Area of Work.

What certificates and licences do I need to have?

Home Care Workers are required to:

- Have a minimum of a Certificate III in Individual Support (Aged Care or Disability) or equivalent
- Hold a current Australian full or provisional Driver licence
- Hold a current Working with Vulnerable People 'Child Related Activities' registration
- Provide a satisfactory Schedule 1 National Police Check from Tasmania Police (an international police check is required if you have lived in another country, after the age of 16)
- Have an Anglicare pre-employment health assessment
- Hold and maintain a First Aid qualification which will be paid for by Anglicare.

What training will I receive?

All new **Home Care Workers** are provided with:

- An on the job Orientation day with a member of our Intake & Quality Team
- A formal HR Induction day.

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Anglicare holds staff training days each quarter for the Home Care team. This is a chance to get together, share experiences and receive training on a range of topics. The training topics are specially chosen and designed by the Home Care support team.

You may need additional training which may include things such as:

- Medication Administration
- Training with a Clinical Nurse or Occupational Therapist to recommend and teach you to use specific equipment and aids.

What other experience, abilities and personal qualities do I need to have?

Anglicare will be looking for people that:

- Have an understanding and respect for the issues and barriers experienced by those living with a disability or who are aged
- Are flexible and reliable
- Have basic technology, numeracy, verbal and written communication skills
- Are able to be positive and non-judgmental when interacting with clients, their families, supervisors and other internal and external care providers
- Can remain calm and respond effectively in an emergency situation
- Are able to prioritise work and follow procedures.

What should I do to apply for this position?

To apply for a [Home Care Worker](#) position you must put in a *formal written application* using the job application function on the Anglicare website. To access this, go to '**Careers**', '**Current Vacancies**' and then click on the relevant '**Home Care Worker**' vacancy listing.

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Click on '**Apply**', you will then need to answer the screening questions for the position, provide your email address and press '**Proceed**'.

The website will ask you to provide your details and answer some questions. You will then be asked to '**Attach**' a copy of your Resume (CV), Cover Letter and Driver Licence.

You will also have the opportunity to attach other qualifications such as:

- Your Certificate III qualification
- First Aid Certificate
- Manual Handling Certificate
- Assist Clients with Medication certification.

We recommend you have all of these things ready before you start your application.

For lots more information on the application process, templates and tips on preparing your application visit anglicare-tas.org.au/working-with-anglicare