

Job Description SAMPLE

Title: Personal Assistant

Hours of Work: 6 hours per week.

Rate of Pay: £ 9.80 per hour

Job Summary:-

We are parents of a 10yr old boy with Autism Spectrum Condition. We are looking for a Personal Assistant who can provide six hours of one to one support for him at weekends, in the home and one to one support in accessing social activities.

You will need to have an understanding of Autism and be competent in supporting a child with social and communication difficulties.

Duties will include:-

- Organising indoor and outdoor fun activities i.e. cookery, art.
- Organising supported visits to local social groups i.e. Youth Zone, Cycle Park etc.

Qualifications and Personal Qualities Required:-

- Experiences of working with children with Autism
- Be willing to attend Autism workshops to enhance learning and understanding
- Reliability and trustworthiness
- Ability to keep calm in difficult or stressful situations
- To have flexibility

Essential:-

- Full clean driving licence