

# Sussex Grange

## Job Description

<b>Job title:</b>	Care Supervisor
<b>Responsible to:</b>	The Registered Manager
<b>Responsible for:</b>	Supervising a team of carers working with clients in the community. Supporting our clients to continue to live in safety & comfort in their own homes
<b>Pay:</b>	£9.50 - £12.40 per hour Paid travel time + travel expenses

### The Company:

Sussex Grange is a family-run business that has been providing care & support since 2003. We are proud of the work that we do at Sussex Grange and we know that our excellent reputation is wholly dependent on our staff. For that reason we look for the best possible staff to join us – hopefully that includes you!

### The Candidate:

This role will suit an experienced carer who is organised and takes pride in their work. If you are kind, caring, organised and a good communicator then you are just the person that we are looking for. If you also have previous experience in a senior role then so much the better, but that is not essential.

### The Role:

This is primarily a community-based role.

The purpose of this role is to work with and supervise a team of carers supporting vulnerable adults in the community. The supervisor will perform duties and tasks to enable our clients to feel safe, secure, comfortable and happy in their own homes.

The Care Supervisor will also

- Work as part of the Home Care Team
- Provide formal supervision of those directly line managed, ensuring that individual work, supervision and training targets are set, monitored and met.
- Support new carers through their induction training
- Support existing Home Care Assistants with their on-going training
- Monitor Home Care Assistants through spot checks, supervision & general observation and report any concerns to the Registered Manager
- Work flexibly, supporting senior & junior colleagues to deliver the best possible service to our clients
- Support, monitor & review clients
- Carry the On-Call phone, and support care staff or clients when on-call