

DOCUMENT PURPOSE

This document provides information and ideas for writing a job description for an In-Home Direct Care Worker. This is just an example to be used as a base for writing your job descriptions.

JOB TITLE

Self-Directed Employee – Home Care

POSITION SUMMARY

Seeking a home care employee to provide compassionate, in-home support to me where I need assistance with daily living activities. Your role is to help me remain safe, comfortable, and as independent as possible in my home.

KEY RESPONSIBILITIES

- Assist with personal care tasks such as bathing, dressing, grooming, toileting, and mobility.
- Prepare simple, nutritious meals and assist with feeding if needed.
- Provide light housekeeping services (laundry, dishes, tidying, changing linens) to maintain a safe and clean home environment.
- Offer companionship and emotional support, engaging in conversation and activities I enjoy.
- Assist with mobility, transfers, and safe use of walkers, canes, or wheelchairs.
- Remind me to take medications as directed.
- Monitor well-being and promptly report any changes in condition or concerns to my family or my desired support person.
- Support my independence and respect my privacy, dignity, and choices.
- Follow infection control, health, and safety procedures at all times.

QUALIFICATIONS

- High school diploma or equivalent (preferred)
- Complete family and program directed training
- Current CPR Certification (preferred)
- First Aid certification (required)
- Compassion, patience, and reliability are essential
- Strong communication skills and ability to follow care instructions
- Physical ability to assist with mobility and transfers
- Experience in home care or caregiving (preferred but not required)

WORK ENVIRONMENT

- One-on-one care in my home
- May involve flexible hours, including evenings, weekends, or holidays depending on my needs
- Physical activity required (standing, lifting, assisting with transfers)