Care Assistant

Further particulars

Fairfield Residential Home is an independent charity providing care and assistance to elderly residents in a unique and supportive environment. Founded in 1947, it has a long- standing reputation for delivering excellent standards of care. Initially established in a large Victorian house at 115 Banbury Road, Oxford, it is now housed in a bright and airy purpose-built facility, completed in 2018. This provides 38 ensuite bedrooms, some of which are suitable for couples, with good quality communal facilities including a large lounge, a dining room, a fully equipped activities suite, a social hub with IT facilities and a wellness and beauty room. In addition, there is a separate 2-bedroom cottage currently providing assisted living for one resident. The home is set in an attractively landscaped garden with an orchard.

Fairfield is a company limited by guarantee (company number 5639165) and a registered charity (charity number 1114653). It is governed by a Board of Trustees and is regulated by the Care Quality Commission (CQC). It was rated Good by the last CQC inspection report dated March 2018. It currently employs around 50 staff.

At Fairfield our vision is of an exceptionally happy home where residents enjoy a fulfilling later life.

To achieve this, our mission is to provide outstanding individually tailored support in a home filled with kindness and compassion.

Fairfield is particularly noted for the love and affection its staff have for its residents and maintaining and enhancing this ethos is a key consideration when recruiting new team members. We also understand the value of our staff in making Fairfield the special home that it is and aim to enable everyone in the team to benefit from developing their skills and progressing in their careers to realise their individual ambitions. Our success in working towards this was acknowledged in May 2025 with the award of Oxfordshire Apprenticeship Employer of the Year < 250 employees and in October 2025 with Highly Commended in the SME Apprenticeship Employer of the Year category at the National Apprenticeship and Skills Awards for the South East Region.

Employee benefits for Fairfield staff include:

- competitive rates of pay;
- Standard Life auto-enrolment pension scheme;
- Apprenticeships, continuous learning and development, professional development and study support opportunities;
- free meals while on shift;
- free parking while on shift subject to availability;
- free uniforms (or £150 annual clothing allowance for Social Wellbeing and Maintenance);
- free access to an employee assistance programme with a range of services including shopping discounts, financial and legal advice, counselling and a health and wellbeing smartphone app;

- free access to chaplaincy support
- a joining bonus of £250 payable on successful completion of your probationary period.

Application Process

To apply, please email your completed application form and equality and diversity monitoring form to recruitment@fairfieldhome.co.uk

The closing date for applications is midday on **Monday 16th November 2026**, but early application is advised as we reserve the right to close applications and appoint before this date for the right candidate.

All candidates must have the right to live and work in the UK and will be required to provide evidence of this in line with government guidance https://www.gov.uk/prove-right-to-work.

Agencies: Please note, Fairfield does not accept unsolicited CVs from any agencies. We only accept CVs from agencies that have been appointed and briefed on the position currently advertised.

JOB DESCRIPTION

JOB TITLE	Care Assistant
REPORTING TO	Team Leader or Senior Care Assistant
HOURS	To be agreed
HOURLY RATE	£13.91 per hour or £14.54 with NVQ2 or equivalent (pay award pending December 2026)
JOB PURPOSE	To participate in the delivery of care to the residents to ensure that their physical, social, intellectual and emotional needs are met.

Introduction

This Job Description is intended to provide a clear framework for the job holder to guide them in the requirements of the job. It indicates only the main responsibilities and competencies of the post and is not intended to be an exhaustive list. It is the job holder's duty to ensure that they are familiar with all procedures and policies relevant to the job.

Overview of Main Responsibilities (What the job involves)

Key Responsibilities	➢ Work effectively with others within the home to make sure that residents' needs are met. ➢ Ensuring dignity, choice independence and respect. ➢ To work with consideration for the health, safety and wellbeing of everyone within the home.

Resident care and support	➢ To make sure each resident receives assistance with all elements of their personal care as outlined in their Plan of Care. ➢ To participate with the team in continual monitoring of each resident's health needs including appropriate communication with senior members of the care team. ➢ To make sure each resident's choice and independence is respected with a knowledge of each resident's risk assessment. ➢ To understand residents' full potential and support them to live a life that they wish to lead. ➢ To care sensitively for residents who are unwell or requiring palliative care. ➢ To escort residents as required. ➢ To answer resident call bells in a timely fashion and respond to requests. ➢ To participate in the key worker system as defined within the home. ➢ Assist as required to fulfil the social activities schedule. ➢ To understand the Plan of Care electronic system, meet all of its requirements and to maintain records on the system accurately and in a timely fashion. ➢ To complete and understand all training required by the Registered Manager.

Relevant Competencies (How the job needs to be done)

Competency	Detail	Essential/ Desirable
Performance Focus	➢ Ability to understand and take instruction from Senior Care Assistants and Team Leaders ➢ An ongoing desire to learn and to achieve excellent standards of care ➢ Ability to prioritise workload. ➢ Flexibility in dealing with the needs of residents. ➢ A safe and practical approach to work. ➢ Good timekeeping.	E E E E E E
Effective Relationships	➢ Ability to establish and maintain good working relationships with staff and residents. ➢ A caring and positive approach to residents and to colleagues, helping to foster a warm and comfortable environment in the home.	E E

	➢ A willingness and an ability to work cooperatively with colleagues to produce the best outcomes for the home.	E
Communication	➢ Ability to check and ask for more information if requests received are not understood ➢ Ability to communicate well both in the written and spoken word. ➢ Ability to deal appropriately and empathetically with sensitive and confidential matters.	E E E
Professional Skills, Knowledge and Experience	➢ A well groomed and tidy appearance. ➢ No formal qualifications required. ➢ Diploma level 2 an advantage ➢ Minimal IT Knowledge to be able to complete the requirements of an electronic Plan of Care system. ➢ All staff are required to respect the confidentiality of all matters that they might learn in the course of their employment. All staff are expected to respect and have a working knowledge of GDPR. All staff must ensure that they are aware of their responsibilities under the Health and Safety at Work Act 1974.	E N/A D E E