



## POSITION DESCRIPTION

<b>Title:</b>	Direct Support Worker
<b>Enterprise Agreement:</b>	Social, Community, Homecare and Disability Services Industry Award 2010
<b>Classification:</b>	Grade 2, Level 1 – CSMEA (SaCs Award)
<b>Usual work location:</b>	Eurobodalla Shire and Bega Valley Shire
<b>Usual hours of work:</b>	Casual
<b>Position Objective:</b>	To provide support to clients within the services offered by Anglicare’s Disability Service, in a manner that is respectful and meets clients needs whilst following the appropriate personal plans, policies and procedures
<b>Position Responsibilities:</b>	<ul style="list-style-type: none"><li>• To attend duties in a manner that reflects and is consistent with the Mission and Values of Anglicare in all aspects of service delivery</li><li>• To provide quality care to all clients</li><li>• Work collaboratively as an active member of the community services team, attending meetings and communicate issues to support continuous quality improvement processes</li><li>• Attend to all documentation requirements following appropriate work place procedures and in</li></ul>

a clear, concise and professional manner

- Maintain and care for all resources in an appropriate manner
- Identify any issues or problems at the first possible opportunity and communicate these to the program coordinator
- Support and uphold all work practices in accordance with Work Health & Safety requirements whilst always ensuring a commitment to safety in the work environment
- Support and uphold all work practices in accordance with Anglicare's policies and procedures
- Participate in case management meetings related to client need
- Act and communicate in a professional manner as per the organization's Code of Conduct
- Other duties as required from time to time

**Typical duties may include, but not be limited to:**

- Personal care activities
- Domestic support activities
- Support with recreational activities, lifestyle, community and social participation and educational activities which may include transporting clients to activities.
- Medication management
- Documentation

**Desirable but not essential Key Experience:**

- Recent experience in caring for the frail aged
- Recent experience in working with people living with disability
- Recent experience in working with people living with mental health
- Certificate III or IV in Aged Care
- Certificate III or IV in Disabilities

**Essential requirements:**

- Flexibility and a willingness to attend to all required duties
- Current drivers licence
- Registered vehicle
- Working with Children's Check

**Reports to:**

Manager Disability Services

**Direct Reports:**

Coordinator – Disability Services Moruya