



POSITION DESCRIPTION

Title:	Direct Support Worker
Enterprise Agreement:	Social, Community, Homecare and Disability Services Industry Award 2010
Classification:	Grade 1, Year 1 – CSMEA (SaCs Award)
Usual work location:	Goulburn
Usual hours of work:	Casual
Position Objective:	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
Position Responsibilities:	<ul style="list-style-type: none">• To attend duties in a manner that reflects and is consistent with the Mission and Values of Anglicare in all aspects of service delivery• To provide quality care to all clients• Work collaboratively as an active member of the community services team, attending meetings and communicate issues to support continuous quality improvement processes

- Attend to all documentation requirements following appropriate work place procedures and in 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 Goulburn