

Position Description



Job title	Support Worker - Disability
Department	Individualised Services
Reports to	Service Lead
Date prepared/reviewed	July 2020
Location	Various Uniting Sites
Position Details	Permanent Full Time/Part time, Max Term Full time/Part Time, Casual

Our purpose is to inspire people, enliven communities and confront injustice. We address the causes of vulnerability and disadvantage, stand for a just society and support individuals and communities to be valued and connected.

Position Objective

Brief summary of position's purpose

The purpose of this role is to collaborate with the team, to deliver innovative and contemporary models of support that demonstrate positive impact to people with physical and psychosocial disabilities.

Values and Associated Behaviours

Uniting's Values and Behaviours which inform the job holder's decisions and actions.

Imaginative – We challenge convention, explore new possibilities and dare to dream for a better future

Respectful – We act with honesty and integrity, and open our hearts to all people without exception

Compassionate – We are nurturing, generous and thoughtful in our words and deeds

Bold – We face injustice head on and stand up for what is right and true with confidence and strength.

Additionally, the role will:

- Respectfully work within the Christian ethos of the Uniting Church
- Works in a way that is consistent with Uniting WA's leadership expectations
- Operate ethically and enhance the integrity of the organisation.

Key Responsibilities

These represent the key outputs of the job, the job's deliverables. They are not specific activities in themselves. These form the basis of the objectives and measurements set for the job holder under the Uniting Performance Management System annually.

- Participants are provided with high quality services that align with service standards, UCW's policies and procedures and best practice guidelines.

- Participants are provided with support to;
 - Actively take part in the person-centred planning and outcome measurement process, and identify short-term and long-term goals
 - Connect with their community, develop skills and take part in meaningful activities that align with their interests, goals and dreams
 - Refer to other organisations and mainstream service that may support their needs and goals
 - Understand their rights and be encouraged to exercise their choice and control
 - Manage activities of daily living, including medication administration, personal care, household chores and manual handling
- With the support of the Service lead, Support Workers and their teams ensure;
 - Collaborative relationships with participants, families and guardians are developed and maintained
 - Safety and positive behaviour plans are adhered to, and changes are implemented as needed
 - Restrictive practises are identified, reported, and eliminated where possible
 - Duty of care for participants is balanced with dignity of risk
 - Safety issues and incidents are documented and reported within required timeframes
- Supervision, team meetings and training session are attended as required
- Participant information is accurate and up to date. Case notes, reports, support logs and other documentation is clear, precise and completed within required timeframes
- Within the allocated budget, receipts are provided and coded for all expenses incurred
- Other responsibilities appropriate to the position are performed as requested

Standard Key Responsibilities (for all Uniting staff)

- To operate within delegated authority and comply with legal, regulatory obligations and requirements of our internal policies and procedures
- Identify and deal (manage and monitor) with risks associated with Uniting
- Compliance with the values and associated behaviours of Uniting
- Compliance with the policies and procedures of Uniting including statutory policies
- Completion of any training and associated assessments identified as a requirement of the position.

Competencies

The knowledge and soft skill requirements necessary for this position.

- The ability to use initiative to do things now to avoid problems and to create opportunities for the future
- The ability to adapt to change and to work effectively within a variety of situations, and with various individuals and groups.
- A genuine intention to work collaboratively with others, to resolve conflict and be part of a high performing team
- Well-developed communication and interpersonal skills including the ability to work and communicate effectively with staff, volunteers and other professionals.
- Positive attitude toward people that identify with having a mental health issue
- Skills in relationship building and stakeholder engagement management (internal and external)

Qualifications

Education, experience and technical skills required for this position.

- Knowledge and understanding of contemporary person-centred, strength-based practice and its application in the area of disability and/or mental health
- Ability to participate in a broad range of recreational activities
- Proficient computer and technology skills
- Relevant qualifications or commensurate significant experience/lived experience
- Working with Children Check
- National Police Clearance
- First Aid
- Medication Management
- Manual Handling
- Current Western Australian Driver's Licence

Additional Information

Any additional information that would be helpful to someone trying to understand the nature or purpose of the position.

- This role will be required to engage with the following parties:
- Participants, families and guardians
- Mainstream services, community service organisations, partner agencies and funding bodies
- Community