**CARE GOONDIWINDI ASSOCIATION INC**

 **Care Goondiwindi Community Access/Support Worker**

**Position Description**

**Position Title:** Community Access/Support Worker- Casual

**Reports To:** Program Coordinator/Manager

**Location:** Varied

**Purpose of Position**

Work as part of an innovative and creative team to support people with a disability to achieve and reach their goals as outlined in their plans. This could include but is not limited to support across a variety areas in their lives including independent living, employment, education, community involvement, leisure, personal care and lifestyle.

Life doesn’t fit into a 9 – 5pm roster and neither does Care! Our staff must be willing to provide support when our participants require it. This can and will include weekdays, evenings, early mornings and weekends as well as overnight supports. Our organisation is also flexible and you can fit your hours of support to suit your lifestyle as well.

Each participant is an individual therefore we are looking for all different types of people to be Community Access/Lifestyle workers. We will match the participant and worker to find the most suitable support arrangements.

**How do we Support our Participants**

This will be done in the following ways:

* Providing face to face services
* Direct support to participants
* Developing and maintaining rapport with participants, employers, family members and community
* Encourage the participant to participate as much as possible in decision making and individual choice
* Supporting participants in their daily lives and activities in order to enable them to fulfil their lifestyle choices
* Supporting participants to have positive and socially valued roles and involvement in the community

**What is expected from a Care Goondiwindi Access/Lifestyle Worker**

* Ability to engage in the community and be willing to connect the participant with their desired activities/ choices or and people
* Be able to maintain confidentiality
* Be able to forward plan and show initiative
* Have access to a Smart Phone or device that they can log onto our appropriate software via the internet
* Be willing to listen to the participant and provide support according to their needs and wants as detailed on their plans
* Be able to think on your feet and come up with plan B, C or D when Plan A doesn’t work
* Ability to build and maintain rapport with people with disabilities and or their families/advocates/support networks in the context of a professional relationships
* Ability to work within existing legislation
* Willingness to work within the framework of values defined within Care Goondiwindi Assn Inc’s Policies and Procedures.
* Be able to work as part of a dynamic team as well independently in the field
* Must attend staff meetings held once a month and be willing to attend staff training as identified
* Must complete the required paperwork such as case notes, risk assessments, Incident reports and timesheets within the necessary times frames.
* Be able to work with participant who may demonstrate Challenging Behaviours
* Provide a non discriminatory service in regard to age, gender, race, culture, religion or disability

**What we offer our Community Access/ Lifestyle Workers**

* A flexible working environment across a 7 day roster
* Access to training and professional development
* The opportunity to work in an exciting, ever-changing industry
* Excellent work environment
* To work as part of a leading multidisciplinary team in the Goondiwindi Community

**Key Selection Criteria**

**KSC1** Qualifications/experience deemed appropriate by the Coordinator/Selection Panel and Manger. Educational qualifications are not compulsory however Certificate III in Community Services (Disabilities) would be desirable.

**KSC2** Possession of a class C driver’s license, Commission for Children and Young People and Child Guardian Working with Children “Blue Care”, valid Senior First Aid Certificate, and willing to undergo a Police Criminal Check.

**KSC3** Demonstrated ability to work effectively, flexibly and contribute as required within a professional team.

**KSC4** Demonstrated experience in providing effective direct support to people with a disability or other vulnerable persons e.g. youth/aged.

**KSC5** Demonstrated competency in using technology required for accessing and inputting data essential in this position.

**KSC6** Demonstrated ability to work within a structured environment supported by policies and procedures.

**KSC7** Have access to a smart phone or similar device (ie IPad, laptop or computer)

**KSC8** Have access to a roadworthy motor vehicle and provide evidence of full comprehensive insurance.