

<b>Position title</b>	Individual Support Worker	<b>Cost code</b>	CSO15
<b>Position holder</b>	Vacant		
<b>Program</b>	Direct Support		
<b>Funded by</b>	Grampians Community Health		
<b>Based at location</b>	Servicing clients in Northern Grampians Shire, Ararat Rural City and Pyrenees Shire		
<b>Responsible to</b>	Direct Support Program Leader		
<b>Award</b>	Social, Community, Home Care and Disability Services Industry Award 2010		
<b>Classification</b>	SHADS Home Care L4 Yr 1		
<b>Hourly rate</b>	\$28.49 (\$22.49 + 25% casual loading)		
<b>Status</b>	Casual		
<b>Hours per week</b>	As required		
<b>PD last updated</b>	April 2019		

### Position summary

The Individual Support Worker provides services to people in our community who require assistance in day-to-day living tasks. Our service operates seven days a week, 24 hours per day to allow members of the community to remain living at home. This assistance enables people to remain living independently at home and in the community in a dignified and safe manner, through a person centred care approach as promoted by the Department of Health, the Department of Human Services and the Department of Health and Ageing models of care.

### Key responsibilities

1. Assist consumers with everyday living tasks such as personal hygiene, support getting in and out of bed, home care, assistance with mobility and monitoring of and /or prompting to take medication.
2. In performing the above tasks, to assist in the development of skills for independent living.
3. Provide support for allied health programs and other professional care plans.
4. Provide respite for carers in their home.
5. Stay overnight if required in consumers home and provide assistance and company.
6. Provide a positive environment where a consumer may regain confidence and improved quality of life.
7. Be available to facilitate groups as the need arises.
8. Liaise with Direct Support Program Leader regularly on consumer issues.
9. Complete work rosters / time sheets and return same to the coordinator in a timely manner.
10. Provide such services as directed by the Direct Support Program Leader.

### Key selection criteria

#### Qualifications

Previous extensive experience in a similar role will be considered and/or the following qualifications:

- Certificate 3 in Home & Community Care
- Certificate 3 in Aged Care
- Certificate 4 in Disability
- Certificate 3 Personal Care
- Recreation, Leisure, Activities, Diversional Therapy

### **Desirable**

- At least six months experience working in Aged Care, Disability, Home and Community Care is preferred.
- Social Welfare, Community Service and Certificate 4 in Mental Health are advantageous.

### **Demonstrated skills, experience and/or understanding of:**

- Ability to maintain consumer confidentiality and a clear understanding of rural confidentiality issues.
- Well-developed organisational skills with the ability to prioritise multiple tasks.

### **Licences and registrations**

- Current Victorian driver licence
- Current National police check (less than 3 months old)
- Current Working with Children Check
- Disability Worker Exclusion check

### **Personal attributes**

- Ethical and inclusive
  - Self-disciplined
  - Collaborative and supportive
  - Flexible and resilient
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### **Conditions of employment**

1. This position is casual and is subject to:
    - a) Continued funding of Grampians Community Health programs
    - b) Successful completion of a six month probationary period
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### Chief Executive Officer approval:

**CEO signature** **Greg Little** \_\_\_\_\_

**Date** \_\_\_\_\_

### General Manager approval:

**General Manager signature** **Kathy Day** \_\_\_\_\_

**Position** General Manager People and Community Support

**Date** \_\_\_\_\_

### Manager review:

I have reviewed and approve this position description

**Manager** **Karen Watson** \_\_\_\_\_

**Management position** Manager Healthy People and Community

**Date** \_\_\_\_\_

### Employee acceptance of position:

**Employee signature** **Vacant** \_\_\_\_\_

**Date** \_\_\_\_\_