

<b>Position Title</b>	Support Worker	<b>Department</b>	Service Delivery
<b>Location</b>	East Arnhemland	<b>Date Revised</b>	May 2021
<b>Reports to</b>	Senior Support Worker Team Leader Manager	<b>Employment Type</b>	

Carers NT values its workforce members. We aim to provide workforce members opportunities for consultation; involvement and development, job satisfaction and in a workplace where people enjoy coming to work.

Carers NT workforce members are committed to the outcomes of the Organisation by being engaged, creative, innovative and proactively identifying continuous improvement opportunities. By accepting accountability, acting reliably and responsibly, and demonstrating loyalty, we preserve an environment that supports sincerity, honesty, ethical behavior resulting in a high level of trust between our community and each other.

#### Position Summary:

The Support Worker will be responsible for assisting in the provision of culturally appropriate care to aged and people with a disability in a short-term accommodation and Supported Independent living environment within the community. The Support Workers key purpose is to provide quality care that enhances and promotes the quality of life for the participant.

Position responsibilities:	Key Performance Indicators
<ul style="list-style-type: none"> <li>• Work under direction of the Manager / Team Leader/ Senior Support workers</li> <li>• Work effectively as an individual and in a team to contribute to culturally appropriate care and communicate effectively within the workplace.</li> <li>• Undertake planning and implementation of activities within day to day activities of Aged care and NDIS programs.</li> <li>• Complete participant-based administration tasks including progress notes and data base recordings.</li> <li>• Maintain confidentiality on all issues related to Carers NT participants and teams.</li> <li>• Work health and safety – ensure own safety and the health and safety of others,</li> <li>• Maintain a safe and healthy workplace and work practices through supervision</li> </ul>	<ul style="list-style-type: none"> <li>• Effective communication with Manager/Team Leader/ Senior Support Workers is maintained including advising on any potential risks to clients /organisation.</li> <li>• Documented evidence demonstrate that service procedures are followed.</li> <li>• Employee Code of Conduct &amp; NDIS Code of Conduct is adhered to.</li> <li>• All WHS policies, instructions and procedures are followed.</li> </ul>

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<p>and ensuring all staff have the necessary information to perform work safely.</p> <ul style="list-style-type: none"> <li>• Recognise the importance of dignity and the rights of participants to have choice and control</li> <li>• Adhere to all Carers NT policies, procedures &amp; NDIS Code of Conduct</li> <li>• Attend training as required to maintain and update skills and knowledge related to the role</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure all clients have a high level of care and support</li> <li>• Attend all required trainings for the position</li> </ul>
<b>Selection Criteria:</b>	
<p><b>Essential:</b></p> <ol style="list-style-type: none"> <li>1. Qualifications in Aged care, Disability or Community Care Services Work or equivalent (Minimum Certificate III) or willingness to obtain.</li> <li>2. Current First Aid Certificate and CPR certificate or willingness to obtain.</li> <li>3. Good understanding of the National Disability Insurance Scheme.</li> <li>4. Understanding of wellness and enablement principles and how they apply to the delivery of care services.</li> <li>5. Current NT Drivers' License.</li> <li>6. Empathy and understanding of people who are aged, disabled or have a medical condition and respect for their environment, their Carers, family and significant others.</li> <li>7. Good understanding of Community services provision within the Northern Territory.</li> <li>8. Experience in working with older or disability persons from diverse backgrounds.</li> <li>9. Capacity to work autonomously and as a member of a Team.</li> </ol> <p><b><i>Note - the preferred applicant will be required to undergo and obtain a Criminal History Check and Working with Children's Clearance and NDIS Worker Screening.</i></b></p>	
<p><b>Desirable:</b></p> <ol style="list-style-type: none"> <li>1. Dementia Care Experience.</li> <li>2. Effective computer skills (Word processing, database, Internet, email).</li> <li>3. Attention to detail and problem-solving skills.</li> <li>4. Previous experience working or living in an Indigenous setting and ability to demonstrate a high level of cross-cultural awareness in the workplace.</li> </ol>	

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