

RCS Business Unit:	Client & Community Services
Position Title	Community Support Worker
Award:	Social, Community, Home Care and Disability Services (SCHADS) Award 2010
Position Responsible to:	Coordinators & Team Leaders
Review Date:	

Rehabilitation Care Solutions (RCS)

Rehabilitation Care Solutions provides a range of personalised supports and services to people with disabilities, their families and carers in the home and across the community.

Rehabilitation Care Solutions encourages people from different backgrounds to apply, including Aboriginal and Torres Strait Islander peoples, people from culturally and linguistically diverse (CALD) backgrounds and people with disabilities.

Position Role & Responsibilities

To support Rehabilitation Care Solutions in providing these services to our clients, within the community, residential homes and other settings and to assist with enabling the client to achieve maximum personal independence.

In addition, **Community Support Workers** may provide assistance to people with a disabilities or other persons that may have multiple impairments that restrict their ability to undertake everyday tasks that these persons would be doing for themselves but because of illness, disability or impairment they are unable to perform without the assistance of another person.

Examples of duties and tasks that a Community Support Worker may undertake, including personal and attendant care and individualised or group support may consist of:

- Supporting individuals or groups with planned activities, either facility based, in the home or within the community;
- Supervision of daily hygiene including bathing, showering, toileting, grooming, shaving, hair care, bowel care and other complex support as gastrostomy feeding;
- Cleaning, fitting and removal of aids and appliances including catheters and the like;
- Accompanying clients on outings and supporting mobility;
- Domestic assistance and organising appointments;
- Assistance with eating, drinking, cooking, preparation and service of food preparation of special diets
- Monitoring self-medication and assistance with medication;
- Assistance with respite activities and support;
- Assistance with recreational support and personal development;
- Following and supporting people with Individualised Support/Care Plans; and
- Support and assistance with everyday living activities where required.

Level of supervision

This position reports directly to the nominated Rehabilitation Care Solutions Team Leader and/or Coordinator and the position may receive general direction from individual clients and/or client representatives where necessary.

Qualifications

Indicative but not exclusive of the qualifications required in this level is an accredited qualification to the position at the level of Certificate III and/or knowledge and skills gained through on-the-job training commensurate with the requirements of the work at this level.

Key Selection Criteria

Essential:

- Appropriate qualifications and/or experience in the area of community services;
- Ability to relate to a broad cross-section of people with disabilities or others who are receiving services from Rehabilitation Care Solutions in a collaborative, positive, respectful and supportive manner;
- Ability to provide effective support and assistance to individuals that embraces supports and respects cultural diversity;
- Ability to communicate effectively with clients, advocates, other staff, families, carers and other professionals;

- Ability to work as part of a team and/or as a sole worker within the community;
- Commitment to individualised and self-directed approaches to service delivery and supports;
- Commitment to creating and maintaining a healthy and safe environment where supports and services are provided for clients;
- Commitment to a zero-tolerance policy towards abuse and neglect to all clients;
- All applicants are subject to a National Police History Check
- Applicants who have lived overseas for 12 months or longer during the last 10 years are required to provide the results of an international police check. Applicants should contact the relevant overseas police force to obtain this and submit as part of their application. Details of overseas police agencies are available on the Department of Home Affairs website: <https://immi.homeaffairs.gov.au/> search under “police check”.
In extenuating circumstances where an international police check may not be possible, character references must be conducted with two (2) individuals who personally knew the applicant whilst they were residing in the foreign country. The applicant will also be required to complete a statutory declaration advising that they have fully disclosed regarding their criminal record and employment history.
- Current Certificate in Applied First Aid
- Current CPR Accreditation &
- NDIS Worker Orientation Module “Quality, Safety & You”.

For **Victorian** applicants only:

- Safety screening will include checking whether your name is on the Disability Worker Exclusion List (DWEL) maintained by the Disability Worker Exclusion Scheme (DWES) Unit. The DWEL includes names of persons unsuitable for employment as a disability support worker in a disability service previously provided, funded or registered by the Department of Health and Human Services.

Desirable:

- Certificate IV in Disability or higher/equivalent
- Certificate III in Home & Community Care / Aged Care / Community Services
- Medication Administration training/certificate
- Current state approved Driver’s License

Selection will be based on the skills, knowledge, past performance and personal attributes required for achieving the key objectives within the role. Demonstrated conduct in line with the Rehabilitation Care Solutions Values and the potential for future development will also be considered.

Superannuation & other benefits

Employer contributions will be made as per the Superannuation Guarantee requirements. Additional personal Superannuation contributions can be made by arrangement with the Rehabilitation Care Solutions. Professional development and training opportunities are available and will be discussed further with successful candidates.

Candidate Name: _____

Signature: _____

Date: _____