

## Disability Support Worker - Job Description

### ORGANISATIONAL CONTEXT

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My Ability Pathway Pty Ltd (MAP) provides a range of accommodation, home and community-based services to individuals with a disability (participants) under the NDIS, in regional South Australia. Our philosophy is to provide real-life support to participants for their life, in the real world.

Our aim is to have a workforce that is stable, committed, supported and fulfilled. We offer competitive rates, regular shifts (where possible) and other employee incentives to demonstrate our commitment to achieving this within our workforce. In return we seek a workforce that is proud, resourceful, skilled, active and driven to provide the best service to our participants.

### Mission Statement

My Ability Pathway is committed to building connections, resilience and skills that create strong positive relationships.

Our mission is to support people with a disability to live a fulfilling life.

### Vision

We believe passionately in the power of a connected community and that everyone has a right to live an enriched life.

Our vision is a place where everyone is engaged with something they love doing.

*There are two questions we will continually ask every participant, to hold us accountable to our mission and vision.*

- |   |        |
|---|--------|
| 1. Is your life fulfilling?                     | Yes/No |
| 2. Are you engaged in something you love doing? | Yes/No |

### Values

Helpful  
Active  
Connected  
Adaptive  
Supportive

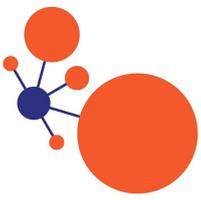
### Objectives

To empower participants to use choice and control in pursuing their goals.

To offer a range of high-quality services with real-life benefits and easy access.

To develop a sense of mastery over life's circumstances

**Participants are, and always will be, our priority.**



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### SKILLS, EXPERIENCE & ATTRIBUTES

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#### **Essential:**

- Understand your own values and be able to identify how they align with those of My Ability Pathway.
- Understand equality and inclusion for all people
- Ability to self-reflect, and be open to learning opportunities
- An understanding of communication and the skills to apply it in a range of formats, written, verbal, physical gesture, listening, reading and engaging
- An interest in learning, to grow understanding about disabilities
- Understand diversity and the important role it plays in the workplace, community and society.

#### **Desirable:**

- Certificate in Disability / Individual Support or working towards it
- Experience working or background in, Disability or Aged-Care sector
- Understanding of mental health and/or complex behaviours will be highly regarded
- Experience and willingness to provide personal care with respect and dignity.
- Administration of Medication Training
- Infection Control Certificate
- Manual Handling certificate / Training records

#### **Benefits:**

- Varied shifts across our services.
- Warm and genuinely supportive environment and supervision
- Training and professional development opportunities to build your career
- Excellent work/life balance
- Competitive pay rates – Refer to **Pay Rates**

#### **Mandatory requirements**

- Current Australian driver's license
- NDIS Worker Screening Check/Working with Children Clearance - current
- National Police Check (issued less than 6 months ago) or willingness to obtain.
- Current First Aid Certificate (or willingness to obtain)
- Smart Phone for rostering and documentation.



### **As a Disability Support Worker, you will be required to**

- Assist participants with daily activities, domestic assistance, personal care and community access.
- Follow support plans and work alongside our participants as they work towards their NDIS goals, dreams, and aspirations.
- Assist participants on supported holidays at various locations around Australia.
- Develop and maintain a safe work environment.
- Focus on the person-centred pathway for our participants.
- Work with all levels of the organisation to ensure that quality services are being provided.

### **Daily activities include assistance with**

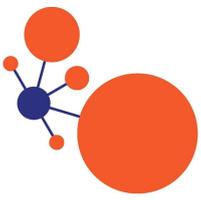
- Personal care - showering, dressing, grooming
- Household tasks -cooking, household cleaning and laundry
- Skill development - shopping, cooking, catching public transport
- Transport - transport to appointments and/or shopping
- Social & Community participation - engage in the community, meet people.

### **Professional Relationships**

- Engage with participants to understand them as a person aiming to deliver exceptional support on a day-to-day basis.
- Develop trusted relationships with co-workers, participants, their informal supports and other stakeholders.
- Enhance our reputation by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to participants plans.
- Share responsibility for onboarding and integrating new clients and developing existing client relationships.
- Understand and take a role in implementing company policies, strategies, and procedures.

### **Reporting**

- Ensure the timely and successful delivery of our services according to participant needs and goals
- Clearly communicate the progress of monthly initiatives.
- Monitor participant's usage of their plans
- Document and report WHS and Incidents to management accurately and in a timely manner.
- Update progress notes according to identified timeframes
- Complete all documentation accurately, timely and objectively



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**PAY RATES**

My Ability Pathway values the people that deliver the services on behalf of the company. We want our staff to live a good life where they can provide for themselves and their families, and contribute to the community they live in. As a Social Good company My Ability Pathway remunerates its staff at above award rates.

- \$33.00 per hour Weekdays
- \$36.30 per hour Weekday Afternoon shift
- \$36.95 per hour Night shift
- \$46.20 per hour Saturday shift
- \$59.40 per hour Sunday shift
- \$72.65 per hour Public holiday shift
- Passive Sleepover \$150



### NDIS PRICE GUIDE

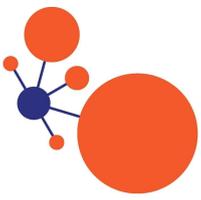
#### TIME OF DAY AND DAY OF WEEK

In determining which price limit is applicable to a support, the important consideration is when the support is provided to the participant, not the shift of the worker used to deliver that support as determined by the applicable Industry Award or Enterprise Bargaining Agreement (EBA).

For NDIS claiming purposes, the provider must first determine the day of the week on which the support was provided on and then the time of the day during which the support was delivered.

**(Note: weekday means Monday, Tuesday, Wednesday, Thursday, or Friday).**

- A **Weekday Support** is any other support, and is either:
  - A **Weekday Daytime Support** is any support to an individual participant that starts at or after 6:00 am and ends before or at 8:00 pm on a single weekday (unless that support is a Public Holiday Support or a Night-time Sleepover Support).
  - A **Weekday Evening Support** is any support to an individual participant that starts after 8:00 pm and finishes at or before midnight on a single weekday (unless that support is a Public Holiday Support or a Night-time Sleepover Support).
  - A **Weekday Night Support** is any support to an individual participant that commences at or before midnight on a weekday and finishes after midnight on that weekday, or commences before 6:00 am on a weekday and finishes on that weekday (unless that support is a Public Holiday Support, Saturday Support, Sunday Support or a Night-time Sleepover Support).
- A **Night-time Sleepover Support** is any support to an individual participant delivered on a weekday, a Saturday, a Sunday or a Public Holiday that:
  - commences before midnight on a given day and finishes after midnight on that day; and
  - is for a continuous period of eight (8) hours or more; and
  - the worker is allowed to sleep when they are not providing support.
- A **Public Holiday Support** is any support to an individual participant that starts at or after midnight on the night prior to a Public Holiday and ends before or at midnight of that Public Holiday (unless that support is a Night-time Sleepover Support).
- A **Saturday Support** is any support to an individual participant that starts at or after midnight on the night prior to a Saturday and ends before or at midnight of that Saturday (unless that support is a Public Holiday Support or a Night-time Sleepover Support).
- A **Sunday Support** is any support to an individual participant that starts at or after midnight on the night prior to a Sunday and ends before or at midnight of that Sunday (unless that support is a Public Holiday Support or a Night-time Sleepover Support).



**DECLARATION**

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**I acknowledge that I have read and understand the above job description in its entirety and can perform all the stated requirements.**

\_\_\_\_\_  
Employee Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Employer (or on behalf of) name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date