



Job Package

Support Worker

Pathfinders

Pathfinders

Pathfinders Ltd is a not-for-profit company operating across the New England Northwest and Mid North Coast regions of New South Wales. Pathfinders operates a broad suite of programs, projects and services aiming to improve the quality of life and wellbeing for people with a focus in disability services, child protection, youth refuges and support services, family referral programs, women' refuges and homelessness services. We are committed and passionate about community engagement and development and assisting every individual to become a valued and contributing member within the communities in which they live.

Support Your Path

Pathfinders Support Your Path program is an embodiment of our commitment to providing innovative and personalized direct care supports to individuals with disabilities. Our primary goal is to help participants embrace life and reach their goals, fostering greater independence while encouraging participation and learning. We are passionate about enabling people with disabilities to live their dreams and achieve the very best in their lives.

Role of Support Worker

As a support worker you will be responsible for assisting each participant to live a life by their own design. The support worker is passionate about empowering people with a disability to live their dreams and achieve the very best in their lives. The support worker enjoys helping people in the community, is caring by nature and has an understanding on how to provide person led support. Duties may include:

- Supporting participants with daily living activities and personal care
- Supporting participants to develop and maintain their independence
- Supporting participants to achieve their personal goals through community and social participation.

Essential criteria

- Relevant tertiary qualification or willingness to obtain and/or demonstrated experience in working with people with disability and their families/carers
- A passion for supporting the human rights of people with a disability and a focus on person centred practices and outcomes
- Ability to work across a range of rostered shift times, days and sleepovers that meet the needs of our participants and the ability to be available to work at short notice if required
- Commitment to ethical work practices including maintaining professional boundaries and confidentiality
- Ability to provide support with activities of daily living, mobility and personal care
- High level verbal and written communication skills
- Ability to work both independently and as part of a team
- Knowledge of, and commitment to the principles of the National Disability Insurance Scheme
- Knowledge of, and commitment to WH&S requirements
- Willingness to adopt the Pathfinders program philosophy and engage in training when provided
- NDIS Worker check or willingness to obtain and provide
- Current First Aid Certificate or willingness to obtain

Inquiries

Application Enquiries – Human Resources, email: hr@pathfinders.ngo

Position Enquiries – SYP Disabilities Support Manager, email: simoneg@pathfinders.ngo

Guide for applicants

Pathfinders observe EEO principles when selecting and recruiting staff. Positions are offered based on merit, that is, the applicant considered to be the most capable of doing the job is selected.

Qualifications, experience, skills, standard of work, and personal qualities relevant to the position advertised are considered when making the decision.

How to apply

Applicants *MUST* follow these steps to be considered for the position.

1. Prepare a typed application which includes:
 - A statement against each of the essential and desirable selection criteria for the position, giving examples to demonstrate how you meet them.
 - A current resume detailing your relevant skills and experience.
 - A photocopy of your relevant academic qualifications.
 - The names and phone numbers of two current work-related Referees (at least one referee should be a recent supervisor).
2. Please email applications to hr@pathfinders.ngo

Interview

If you are selected for an interview, you will be contacted by telephone. If you require an adjustment to participate in the recruitment process, if you have a preferred contact method or require any information provided in an alternative format, please advise so we can make appropriate arrangements.

Interviews are conducted by a selection panel.

Only questions related to the requirements of the position will be asked.



Support Your Path

Position Description

Support Worker

Position Title:	Support Worker
Responsible to:	SYP Disabilities Support Manager
Program:	Support Your Path
Supervises:	Nil
Position Status:	Casual
Locations:	Armidale/Inverell/Tamworth/MNC
Salary:	SCHADS Modern Award Level 2-3 (negotiable based on experience and qualifications)
Hours:	Variable on basis of shifts worked

Purpose of position

The purpose of a support worker is to:

- work with team members, participants (one-on-one or in a group setting), families and carers to provide individualised supports for people with disabilities.
- provide safe, nurturing support to assist participants to achieve their individual goals and dreams.
- assist participants who require assistance with daily life tasks, with a strong focus on developing the skills of people to live as autonomously as possible.
- Assist people to achieve their full potential.

Support Workers will:

- Provide supports to participants, as per their NDIS plan to help them achieve their goals
- Undertake day-to-day activities, as required, in a residential or community setting
- Work consistently and positively with all members of the Pathfinders team, including managers
- Adhere to the Staff Code of Conduct and Policy and Procedures

Essential Criteria:

- Relevant tertiary qualification or willingness to obtain and/or demonstrated experience in working with people with disability and their families/carers
- A passion for supporting the human rights of people with a disability and a focus on person centred practices and outcomes
- Ability to work across a range of rostered shift times, days and sleepovers that meet the needs of our participants and the ability to be available to work at short notice if required
- Commitment to ethical work practices including maintaining professional boundaries and confidentiality
- Ability to provide support with activities of daily living, mobility and personal care
- High level verbal and written communication skills
- Ability to work both independently and as part of a team
- Knowledge of, and commitment to the principles of the National Disability Insurance Scheme
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- Willingness to adopt the Pathfinders program philosophy and engage in training when provided
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Specific tasks and responsibilities

Support Workers will:

- Work to provide a caring, stable support service for participants.
- Provide day-to-day support to assist participants to reach individual goals.
- Perform a range of care supports such as maintaining the physical environment, domestic duties, attending to health, nutrition, medical, educational, personal hygiene and recreational needs of participants.
- Maintain appropriate case notes using Support Your Path systems, timesheets, and any other paperwork relevant to the program to an acceptable standard.
- Always maintain professional boundaries with staff and participants
- Respect the confidentiality and human rights of all participants.
- Actively participate in all matters which foster teamwork and overall service quality.
- Ensure all Pathfinders property and vehicles are maintained to the appropriate standard.
- Work shift, weekend and public holidays as directed.
- Complete all reasonable tasks as directed.
- Positively promote Support Your Path and build networks with other agencies and the community including stakeholders.
- Attend training and meetings as required.
- Adhere to Pathfinders Code of Conduct and policies and procedures

Professional Development

- Attend regular professional development meetings, annual performance appraisals, debriefing and discussion of issues that may need action.
- Pursue ongoing personal and professional development in order to enhance contribution to the organisation.

Industrial Relations

- To be aware of the relevant Awards and conditions.

Pathfinders - Purpose and Goals

Pathfinder's vision is that all people with a disability, Young People and their Families, are free from abuse, neglect, discrimination and inequality and are able to achieve and contribute to their full potential in Australian society.

Pathfinders Vision

Pathfinders is a regional, rural, and remote specialist who empowers, encourages and connects communities and families with culture, supporting them to thrive and participate to live freely through mutual trust and acceptance.

Pathfinders Mission

Pathfinders recognises the uniqueness of the culture and country in which we work. We strive to:

- Support and resource a workforce who empower people to live with hope and equal opportunity, and
- meet the diverse needs of our programs and strive to surpass expectations.

Pathfinders Principles of Service

The following principles guide our provision of services to children, young people and participants with disability

- Quality service provision based on equity and need
- Community based, collaborative approaches to the provision of services
- Individualised, flexible case planning using a strengths-based intervention model that ensures the safety, emotional security, and connectedness of our clients
- Culturally appropriate interactions with families and children are paramount
- Participation of our clients and stakeholders in the process of service delivery and planning
- Continuous service development and quality improvement through ongoing evaluation and review

Pathfinders across the New England, North West Tablelands, Hunter and Mid North Coast

Pathfinders is now located in offices across the New England, Northwest Tablelands and Hunter Regions at Moree, Inverell, Glen Innes, Tamworth, Muswellbrook and Armidale and the Mid North Coast at Kempsey, Taree, Port Macquarie and Coffs Harbour.

Our services continue to grow with our organisation now supporting children, young people and their families, participants with a disability, supported accommodation services, family support services, juvenile justice, youth work, child protection, family referral services and Out of Home Care services.

Pathfinders programs and services include:-

- Youth social, recreational, and vocational programs
- Disability support programmes
- Family referral services to ensure assistance gets to families and their children when they need it
- Information and referral assistance to link client's with appropriate support agencies
- Refuge and supported accommodation services to young people
- Full time residential support for young people in Out of Home Care
- Juvenile justice support services to assist young people to reintegrate into our communities
- Child projection and family referral services
- Field placement and training for local TAFE and University students seeking employment in human services
- Provision of residential Out of Home Care services, foster care support programs and foster care programs for children and young people under the guardianship of the Minister for Community Services
- Provision of family preservation services, supervised contact, therapeutic camps/activities and after care services to vulnerable children, young people and their families

I acknowledge and have read and understood my responsibilities associated with this Job Description.

Employee Signature

Date