



## JOB DESCRIPTION

<b>TITLE OF POSITION</b>	Behaviour Support Practitioner
<b>CLASSIFICATION LEVEL</b>	Lutheran Care Level 4
<b>PROGRAM</b>	Elcies Disability Care

### OVERVIEW

Lutheran Care provides community services on behalf of the Lutheran Church in South Australia and Northern Territory through a range of programs. We support communities through responding to the needs of individuals and families, community development, learning opportunities, accommodation and disability support. Current programs include emergency relief, financial counselling, family support and education, foster care, housing and family shelter, refugee services and NDIS disability services support (South Australian only). Lutheran Care is committed to reducing barriers encouraging inclusion and participation in the community of people all ages, genders, Lesbian, Gay, Bi-Sexual, Transgender, Intersex and Queer (LGBTIQ) people, Aboriginal and Torres Strait Islander (ATSI), culturally and Linguistically Diverse (CALD) backgrounds and those with a disability.

Elcies Disability Care (EDC) provides services to clients with disability who are in receipt of an NDIS plan. The National Disability Insurance Scheme (NDIS) offers funding to people with a broad range of physical, intellectual and psychosocial impairments. Some of these people have complex challenges in their lives that reduce their capacity to utilise that funding in the best way possible. EDC Provide opportunities for potential PBS practitioners to build case load portfolio, commencing employment with EDC with a significantly reduced case load whilst providing support for application as an approved PBS Practitioners submitted to the NDIS Commission. Additional training is provided to increase skill development at a lower Classification level which is reviewed within the first 12 months of employment to determine suitable proficiency with the intention of increase case load capacity, independent work load and application to increase Classification level, determined by demonstrated proficiency.

### ROLE SUMMARY

The Behaviour Support Practitioner will provide support to children and adults with disability to achieve their goals and to successfully participate in the world around them. You will communicate, coach and foster relationships between the people we support, their families and the EDC employees providing support to contribute to positive outcomes for our clients.

### REPORTING RELATIONSHIPS AND ACCOUNTABILITY

The Behaviour Support Practitioner will report to the Clinical Lead – Specialist Services.

## SPECIAL CONDITIONS

- The successful applicant will be required to hold a current and satisfactory DHS Working with Children Check **and** an NDIS worker check prior to being employed.
- The successful applicant will provide a current COVID-19 vaccination certificate prior to commencement and provide dates for further booster shots as required.
- The successful applicant must hold a current South Australian Driver's Licence and possess a registered roadworthy vehicle available for work use. Local and intra-state travel may be required.

## CORE BEHAVIOURS/ RESPONSIBILITIES

<b>ROLE:</b>	<b>EDC Staff Responsibilities and Duties:</b>
<b>Elcies Disability Care Culture</b>	<ul style="list-style-type: none"><li>• Model ethical behaviour and practice consistent with the ethos of Lutheran Care as outlined in the Code of Conduct and stated values.</li><li>• Adhere to and support EDC's policies and procedures.</li><li>• Comply with Professional Codes of Conduct</li></ul>
<b>Teamwork</b>	<ul style="list-style-type: none"><li>• Contribute to maintaining a supportive team environment by communicating with team members, staff and volunteers in a positive and encouraging manner.</li><li>• Support EDC's senior management team's decisions and ensure that instructions are carried out.</li><li>• Alert direct line manager to any emerging issues or critical incidents that may impact upon the growth, stability and sustainability of the relevant program/work area(s).</li><li>• Attend and actively participate in regular team meetings and forums as required.</li><li>• Report to the direct line manager as required.</li></ul>
<b>Work Health and Safety</b>	<ul style="list-style-type: none"><li>• Maintain a safe and healthy workplace, identify and act upon potential workplace hazards and identify and implement procedures to manage and minimise risks within your team environment.</li><li>• Promote and adhere to EDC's Work Health and Safety guidelines.</li></ul>

<b>Resource Management</b>	<ul style="list-style-type: none"> <li>• Maintain records of activities as required for accountability purposes.</li> <li>• Manage resources and risks efficiently and effectively.</li> <li>• Work within established or negotiated financial and time constraints</li> <li>• Manage your own diary and travel throughout metropolitan Adelaide (and possibly intrastate) to provide behaviour support to individuals and their families or carers.</li> </ul>
<b>Continuous Improvement</b>	<ul style="list-style-type: none"> <li>• Contribute to the delivery of high quality services.</li> <li>• Understand and support continuous quality improvement in EDC.</li> </ul>

### **CORE BEHAVIOURS/RESPONSIBILITIES**

<b>ROLE</b>	<b>Responsibilities and Duties Specific to the Role:</b>
<b>Service Delivery and reporting:</b>	<ul style="list-style-type: none"> <li>• Work with clients and their families to develop appropriate goals</li> <li>• Research, develop and implement positive behaviour support plans for clients</li> <li>• Work with parents and care givers to develop strategies that can be delivered at home and in the community</li> <li>• Communicate regularly with parents and caregivers on progress of goals through emails, phone calls and face-to-face meetings</li> <li>• Use current best practice strategies to deliver positive behaviour support in a positive and supportive way</li> <li>• Use every opportunity to build the capacity of the support networks around clients to ensure best outcomes across all environments</li> <li>• Research, develop and implement positive behaviour support plans for clients</li> <li>• Work with parents and care givers to develop strategies that can be delivered at home and in the community</li> <li>• Communicate regularly with parents and caregivers on progress of goals through emails, phone calls and face-to-face meetings</li> <li>• Use current best practice strategies to deliver positive behaviour support in a positive and supportive way</li> <li>• Use every opportunity to build the capacity of the support networks around clients to ensure best outcomes across all environments</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>• Identify and develop key strategic relationship networks to achieve goals, and improve outcomes for clients and service delivery methods</li> </ul>

	<ul style="list-style-type: none"> <li>• Communicate effectively to engage and establish rapport with clients, their families/carers and team members</li> <li>• Promote, facilitate and model positive collaboration between agencies and sectors</li> <li>• Participation in clinical supervision individually and in peer group sessions</li> </ul>
<b>Collaboration</b>	<ul style="list-style-type: none"> <li>• Build and maintain positive relationships with referral bodies, clients and their caregivers</li> <li>• Be able and willing to build strong rapport with clients and family members/carers.</li> <li>• Be willing to work across different business areas of Lutheran Care within your scope of practice.</li> <li>• This position can expect to form and maintain close working relationships with, but not limited to; <ul style="list-style-type: none"> <li>○ Executive Managers, Managers</li> <li>○ Clients, their families and carers</li> <li>○ Referral agencies</li> <li>○ Medical and Allied Health Professionals</li> <li>○ Regulatory and Complaint agencies</li> <li>○ Other government agencies</li> </ul> </li> </ul>
<b>Case Management</b>	<ul style="list-style-type: none"> <li>• Build case load to apply for successful registration with NDIS commission as a Behaviour Practitioner to: <ul style="list-style-type: none"> <li>○ Deliver client centred, strengths based Case Management.</li> <li>○ Assess the priority and provide appropriate responses to clients with behaviours that demonstrate high and complex needs.</li> </ul> </li> <li>• Ensure and maintain confidentiality for all clients.</li> <li>• Write reports as required.</li> <li>• Engage in challenging conversations in a supportive and effective manner with clients, families and other professional bodies</li> </ul>
<b>Develop Sustainable revenue streams</b>	<ul style="list-style-type: none"> <li>• Work efficiently to ensure minimum billable hours are achieved to maintain sustainable revenue</li> <li>• Work creatively to identifying areas of need in the wider community and take steps in providing support or collaborating to bridge these gaps (i.e. training programs)</li> </ul>

Staff will be consulted over major changes to their position descriptions, however, duties and responsibilities may vary from time to time to maintain “Best Practice” standards of service delivery. You may be assigned other duties as reasonably requested within your level of skills and qualifications.

## PERSON SPECIFICATION

### REQUIRED QUALIFICATIONS, SKILLS, KNOWLEDGE, EXPERIENCE AND ABILITIES

- Experience in the development, review and implementation of client support plans across Disability services or other like-minded services.
- Tertiary degree in Allied Health (OT, Speech Pathologist), Disability/Developmental Education, Social Work or equivalent.
- Registered with the appropriate National Body (e.g. Full membership of Developmental Educators Australia Inc. or Membership with Australian Association of Social Workers).
- Increased understanding of the NDIS and disability sector.
- Have experience working on billable hours and be able to work autonomously or within a team.

### ESSENTIAL COMPETENCIES

- Experience in behaviour support approaches.
- Demonstrated experience supporting people with complex needs and contributing to positive developmental outcomes.
- Have a general knowledge of the NDIS and the advantages and challenges families faced by individuals and families.

Employee: \_\_\_\_\_

Witness: \_\_\_\_\_

Date: \_\_\_\_\_