

DIRECT SUPPORT PROFESSIONAL

POSITION SUMMARY

Provides specialized instruction to individuals receiving DSI services.

IMMEDIATE SUPERVISOR

Program Supervisor

QUALIFICATIONS

Desired qualifications are a bachelor's degree in human service related field and two years experience interacting with people with behavioral issues, mental health needs, or developmental disabilities.

Minimum qualifications are a high school diploma or equivalent and six months experience in human services. Must be at least 19 years of age. Must possess a valid driver's license and reliable transportation. Must be willing to learn and physically capable of implementing crisis intervention techniques.

SALARY RANGE

Non-Exempt Status - Refer to the current salary schedule adopted by DSI.

PROBATIONARY PERIOD

Six (6) consecutive calendar months

AREAS OF RESPONSIBILITY

1. Provides instruction to individuals receiving DSI services. Which may include, but is not limited to:
 - A. Provides demonstration as prescribed by the Individual/Treatment Program Plan:
 - (1) assists with the development of a comprehensive assessment of each consumer's needs;
 - (2) as assigned by the Supervisor/Director, writes, and implements individualized curriculums and interventions as described in the IPP;
 - (3) collects data on skill acquisition training programs;
 - (4) plans, teaches, and assists with recreational and leisure-time activities;
 - (5) with training, demonstrates and conducts prescribed physical therapy;
 - (6) properly applies braces, body jackets, and other prescribed therapeutic devices
 - (7) teaches informal activities to supplement formal activities and training;
 - (8) in the absence of the Program Manager/Program Supervisor, oversees the activities of direct service staff members and consumers; and
 - (9) employs crisis intervention techniques including verbal de-escalation and physical intervention as required.
 - B. Interacts with individuals in services in a friendly, respectful manner.
 - C. Acts as an advocate in a professional manner for those in services.
 - D. Teaches personal hygiene skills as determined by the individual's level of need.
 - E. Administers medication as prescribed by the physician and in accordance with DSI procedures.
 - F. Ensures proper control of medication.
 - I. Ensures the health, safety and well-being of those receiving services in accordance with DSI policies and procedures.
2. Assists with the development of the Individual Program/Treatment Plan.
3. Understands all applicable policies and procedures.
4. Maintains all applicable records.
5. Provides pertinent information regarding consumer needs, activities, and interests.
6. Maintains positive, professional relationships with consumers, guardians, service coordination, families, supervisors, co-workers, and professionals from other agencies.

7. Protects the confidentiality and rights of all individuals served and employed by the agency.
8. Promotes a positive image of the agency and those individuals it serves.
9. Follows all agency policies and procedures.
10. Attends all trainings as required by the agency.
11. Performs other duties as necessary to meet the needs of DSI.

Developed 10/07/06