

Position Description

POSITION TITLE	Disability Support Worker (DSW)
EMPLOYMENT STATUS	Permanent Part-time, Full-time or Casual
WORK HOURS	General hours of operation are 7 days a week from 7am to 7pm
WORK SETTING(S)	Individual participant(s) home, community settings, varied sites and Head Office
WORK LOCATION(S)	<p>At our sites and social enterprises, or out in the community. You will be expected to travel to other site locations occasionally as needed. Christie Centre sites include:</p> <p>Twelfth Street (including Boyden St) Mildura Chocolate Company AroundAgain/Document Destruction GrowAbility Nursery Life Skills ArtRageUs One Hub Irymple Spark</p>
REPORTS TO	Team Mentor/ Supervisor or Team Leader (pending site)
CLASSIFICATION	<p>Victorian Disability Services (NGO) Agreement 2023</p> <p>All leave entitlements are in accordance with the National Employment Standards (NES) and as outlined in the agreement.</p>

ORGANISATION

Company Overview

The Christie Centre Inc. is a highly respected disability service provider based in Mildura, Victoria. Established in 1954, Christie Centre Inc. is a local organisation providing group, individual support and employment services for individuals with disability through various services based on interests and needs with transition pathways for life long personal development.

Company Values

The Christie Centre Inc. is committed to constant service improvement requiring deliberate and sustained effort and a learning culture. The Christie Centre encourages a self-directed team approach, taking responsibility for required actions and following processes is important.

The Christie Centre's mission is to support people to have meaningful lives in their community. We aspire to grow through efficient delivery of person-centered services that meet the goals and needs of the individual. Our Four Pillars, along with our Vision, Mission & Values are the foundation that underpins and guides our strategic direction:

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Position Description

- Be a valued and preferred provider
Cultivate inclusive, flexible and accessible services that are valued and chosen
- Provide excellence in service and support
Promote independence, meaningful engagement and inclusion for people with disability, supported by a flexible and value-driven workforce
- Build on sustainability
Ensure our organisation is sustainable and offers value for money and opportunities for growth and development
- Advocate for community engagement
Engage and listen to people with disability and nurture meaningful lives without boundaries.

POSITION PURPOSE

Position Summary

To provide high quality support to service users that is flexible and individualised and facilitate involvement in daily and living skill activities across all services of the Christie Centre.

This position is involved in the planning, development and implementation of Service User programs, supports, NDIS goals and evidence reporting processes in consultation with other members of the support services team.

Qualification

Certificate III in Individual Support - equivalent or higher desirable.

KEY ACCOUNTABILITIES AND RESPONSIBILITIES

- Comply with the NDIS Code of Conduct to support participants' in ways that are respectful and inclusive.
- Apply principles of positive behaviour support when supporting participants' to implement their behaviour support plan.
- Foster positive community perceptions of people with disability by promoting their strengths and capabilities.
- Support participants' to build the confidence and skills to develop social networks and connections, whilst empowering them to live their best life.
- Maintain accurate records in accordance with NDIS requirements, including prompt incident reporting and behaviour reporting documentation.
- Attend regular supervision, team meetings and training.
- Communicate regularly and provide feedback to stakeholders.
- Support participants in supported employment completing tasks such as cleaning, gardening, food handling, making coffees, sorting and pricing donated goods for sale, paper shredding, customer service, sales and food handling.

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- Provide high quality person centered supports to participants in a range of areas, including:

General Support	<ul style="list-style-type: none"> ~ Building a person's skills and confidence to do something new ~ Mealtime assistance and medication management ~ Participating in work, sport or social activities
Personal Care	<p>Personal care is about supporting someone who is unable to undertake these activities independently. For a person who needs this support, your work is essential, and they need to be able to trust you.</p> <ul style="list-style-type: none"> ~ Personal hygiene, including showering, bathing, oral hygiene, dressing and grooming ~ Toileting, bladder and bowel management and menstrual care ~ Eating and drinking ~ Positioning or moving a person with mobility issues
Day-to-day Activities	<ul style="list-style-type: none"> ~ Preparing meals, cleaning or gardening ~ Assisting a person with practical tasks such as getting to an appointment or going shopping
Connection and Participation	<p>Community access involves supporting people with disabilities to take part in everyday life in ways that are meaningful and valued. Exactly how this looks depends on the different needs and interests of each person you work with.</p> <ul style="list-style-type: none"> ~ Providing support to go to work or school, take part in sport, pursue a hobby, or see a movie. ~ Support in art ~ Physical activities in community access, swimming and bushwalking

REQUIREMENTS, SKILLS & EXPERIENCE

Essential

- Certificate in Disability, Individual Support or Community Services (or working towards)
- NDIS Worker Screening Check (State-based)
- Current National Police Check (minimum 3 months valid)
- Working with Children's Check (VIC/NSW)
- Current Driver's Licence
- NDIS Worker Orientation Module (as directed in Induction process)
- Must have a good understanding of a 'Person Centered' Active Support approach
- Treats others with dignity and respect
- Active listening skills
- Must be technologically proficient
- Must possess good time management skills and the ability to work independently and in a team environment
- Flexibility

Desirable

- An understanding of positive behaviour support principles
- Good knowledge of communication, emotional, physically and behavioural needs of people with disability
- Experience working in a support role
- Victorian Disability Worker Commission (VDWV) Worker Registration

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Position Description**ORGANISATIONAL RELATIONSHIPS**

- Report directly to the relevant Team Mentor or Site Supervisor, takes direction regarding the programs and the direct support of participants.
- Works collaboratively with team members to provide supports to participants.
- Responsible for participants to whom supports are being provided.
- Liaise with specialist staff for additional support to meet participant needs.

This job description serves to illustrate the scope and responsibilities of the position and is not intended to be an exhaustive list of duties. You will be expected to perform other job-related tasks requested by management and as necessitated by the development of this role and the development of the business.

AGREEMENT

I certify that I have read, understood and accept the duties, responsibilities and obligations of my position.

.....
Name

.....
Signed

.....
Date

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