

## JOB DESCRIPTION DEVELOPMENTAL SUPPORT WORKER

### **Position Objective:**

Working to promote Bethesda's values, vision and mission statement and quality client care while meeting the physical, mental, and spiritual needs of Bethesda clients to ensure the best quality of life possible.

### **Bethesda's Values Are:**

**Respect** for the privacy, choices, decisions and rights of people and families.

**Diversity and inclusivity**

**Collaboration** with people, families, our partners & communities.

Providing **compassionate, quality service** to the people we support

### **Key Job Responsibilities:**

- Knowledge, understanding and implementation of Behaviour Intervention and Health Care Plans and evaluations
- Knowledge and understanding of Behaviour Assessment Plans
- Development of Health Care Plans based on client needs
- Assist in the implementation of clients' daily activity schedules
- Establish a rapport with many different types of individuals
- Knowledge of and adherence to behaviour standards, PRN protocols, and Bethesda policies and procedures
- Occasionally assist in the restraining/de-escalation of agitated or aggressive clients using approved and taught procedures
- Medication Administration including keeping abreast of med changes
- Meal planning and preparation
- Accurate daily data collection
- Completion of incident reports as needed
- Completion of Maintenance Requisitions
- Grocery and personal hygiene shopping
- Assist individuals with a variety of behavioural and social issues when necessary
- Communication with families, outside agencies, and other professionals
- Daily client care (dressing, feeding, toileting, personal hygiene, etc.)
- Assist clients with fine motor skills (e.g. puzzles, writing, holding objects, etc.)
- Driving clients to and from community based programs, activities and appointments
- Provide back-up to other programs when necessary
- Provide guidance, instruction and direction to others
- Schedule and/or coordinate the work of others
- Maintain a clean environment
- Prepare for and attend case conferences
- Preparation of monthly reports and updates

- Client finances (e.g. banking, monthly co-pays, financial statements, etc.)
- All other duties as assigned

**Technical Skills & Education:**

- Secondary School Diploma
- Previous experience working in the Development Disabilities Sector
- Excellent communication skills
- Ability to work independently and in a multi-disciplinary team
- First Aid/CPR Certification
- NVC/SAFE Management
- Knowledge of lifts and transfer equipment
- Knowledge of sign language is an asset
- Knowledge of Microsoft Office
- Valid driver's license

**Working Conditions & Physical Demands:**

- Lifting of heavy materials up to 200 lbs.
- Frequent bending, stooping, and reaching
- Long periods of sitting, standing and walking
- Assist in the restraining of agitated or aggressive clients using approved and taught procedures when necessary