

Job Description: Direct Support Personnel (DSP)

Department: Administration

Reports to: Staff Supervisor and Administrator

Differential Pay: DOE (Pay rate is set on reliability and work ethic.)

Summary

Riverquest Direct Support Personnel (DSP) staff work directly with individuals who have an intellectual or developmental disability. Staff are highly dependable, responsible, caring, compassionate, supportive, empowering and ensure a safe environment. Fostering independence and personal choice by guiding individuals in acquiring necessary skills, such as social behavior or interpersonal competence so individuals have greater self-reliance in their day-to-day lives. You will follow guidelines and specific instructions pertaining to individual residents' support plans, treatments, assist with personal care needs, support the expression of spiritual beliefs, and encourage meaningful interactions between residents and the community.

Essential Duties and Responsibilities:

- Be a compassionate, patient and always encouraging support professional
- Follow all health and safety protocol
- Facilitate resident's inclusion in the community's experiences and activities.
- Mindful of resident's disabilities in an empathetic manner yet care for them in a way that encourages their independence and inclusion in the community.
 - Establishing a secure, positive environment that nurtures residents' needs, self-expression, and goals.
 - Overseeing residents, prompt and assist in performing assigned tasks to include assisting and establishing a clean and tidy home.
 - Maintaining knowledge of residents' requirements Aid in implementing treatments, training programs, and developmental/behavioral plans goals and track their progress, noting any changes. Document all observations and daily progress notes
 - Assist with and work to strengthen the individuals' many daily living needs, including but not limited to: nutrition, hygiene, exercise, communication, medication and socialization skills Support residents with their needs and working to build their independence
 - Assist with scheduling and transporting to appointments, employment, meetings, events, etc.
 - Assistance may include physical and psycho-social needs, attending care conferences, resident or family meetings, participate in staff, leadership meetings, and scheduled training sessions.
 - Operating and compliance with company vehicle policies and governmental statutes.
 - Communicate effectively with team members
 - Complete continuing education courses.
 - Run company errands.
 - Comply with all Riverquest policies and procedures.
 - All other responsibilities as assigned to include special projects as needed.

Qualifications

- Ability to lead, direct, and motivate others to innovate and excel.
- Other helpful skills include being able to redirect behaviors, being a positive role model, being detail-oriented, and promoting self-advocacy.
 - Ability to work in a fast-paced environment with multiple competing demands for time and attention. Can quickly manage stressful situations responsibly and effectively
 - Enjoy working with developmentally disabled individuals to improve their quality of life
 - Excellent verbal communication skills with the ability to interact, in English, with a diverse group of associates, residents and family members.
 - Ability to apply reason, logic, and advanced problem-solving skills to resolve complex and/or sensitive issues.
 - Positive attitude, enthusiasm, and energy
 - Knowledgeable of Residential Supported Living, Senior and Disability Services and Riverquest regulations and conditions of participation.
 - Intermediate computer skills and electronic health record systems experience.
 - Professionalism in actions towards other individuals.

- Valid driver's license and good driving record.
- Comfortable with assisting residents with hygiene and medical routines.
- CPR and first aid certification.
- Completion of provided training.
- Completion of a criminal background check and health screening.
- Comfortable working independently and can consistently make good judgments that benefit the client
- Flexible, with a keen ability to handle stress well
- Physical requirements of position: continuous standing, bending/stooping, pushing, pulling, lifting, walking, reaching above shoulders and occasional sitting