



POSITION DESCRIPTION

SKILL DEVELOPMENT COACH

Level and Salary Range	Social, Community, Home Care and Disability Services (SCHCADS) Award Level 2
Job Type	Casual / Permanent Part-time
Reports to	Pathways Team Leader
Purpose of the Position	To engage participants in outcomes focused programs and capacity building activities that promote social participation, skill development and independence in line with individual NDIS goals.
Tasks and Responsibilities	<ul style="list-style-type: none"> Actively engage participants to exercise rights, choice and control in decision making using person centred active support and positive behaviour support practices Promote independence by supporting participants to achieve NDIS plan goals through skill development, behaviour support and lifelong learning Provide mentorship and job coaching to participants to promote individual goals and personal development outcomes Support Allied Health Professionals to provide and deliver therapy programs to individuals and in group-based settings Contribute to the development, implementation and evaluation of person-centred programs Be accountable for reporting requirements, record keeping and data collection on all internal client data management systems Ensure all individual activities of daily living, clinical and medical supports are completed in accordance with established best practice Promote and uphold Carpentaria policies, procedures and Principles of Good Practice Perform other duties as directed
Essential Criteria	<ul style="list-style-type: none"> Ability to work positively with people from diverse backgrounds within a human rights framework Exceptional verbal and written communication skills, active listening skills and proficiency in information technology Demonstrated experience supporting people with a disability or those who require assistance with daily living Knowledge of implementing person-centred and individual support plans Proven ability to work autonomously and to also contribute effectively in a team environment Minimum Certificate III in Disability, or similar level relevant qualification Current Working with Children Card, Criminal History Check, First Aid Certificate and NT Drivers Licence
Preferred Criteria	<ul style="list-style-type: none"> Experience in employment supports, on the job training, coaching and mentoring Development and implementation of skills-based training and capacity building programs Ability to interpret and implement Allied Health recommendations and programs Experience in implementing Positive Behaviour Support Plans Knowledge and understanding of Disability and NDIS related legislation
Behaviours Required	<ul style="list-style-type: none"> Embodiment of Carpentaria's values of honesty, respect, collaboration and innovation, and a human rights-based approach

Authorised by CEO: 

Date: 3/02/2021