

Position Description

Position Title:	Behaviour Support Proficient Practitioner
Division:	Clinical Services
Reporting To:	Service Manager Behaviour Support
Direct Reports:	Nil

ABOUT NORTHCOTT:

Who is Northcott?

Northcott is a not-for-profit disability service provider that works with customers to realise their potential.

As one of Australia's largest not-for-profit disability service organisations, we provide services from metropolitan and regional locations throughout NSW, QLD, and the ACT. We have more than 90 years of experience and expertise in the disability service industry.

A registered NDIS provider, we employ approximately 2,600 staff and provide empowering, personalised services to over 13,500 people with disability, their families and carers each year.

What do we do?

Northcott provides personalised and dynamic support, delivered by a committed team who will optimise and maximise support and services for every customer.

Our experience and expertise gives confidence to our customers they are in good, trustworthy hands, while our commitment to innovation and pushing boundaries allows us to tackle any challenge currently creating barriers for our customers to reach their potential.

What is our promise to each customer?

We will work creatively and relentlessly with each customer to unlock, discover and unleash their potential, supporting and empowering them to be the best they can be now and in the future.

Our customers are not numbers; they are unique individuals. We personalise our services to each customer's current and future needs and goals, every single one, to ensure their development and growth.

As advocates for our customer's inclusion, we will empower them with confidence, choice and opportunity so they can live their life, as they choose, in their own way.

Our Values

Our values have always been a significant part of our service to customers and they have helped shape Northcott into the wonderful organisation it is today. We are Innovative because we develop new ideas and solutions with creativity in anticipation of changing needs. We are Respectful because we believe that everyone's voice is unique and that they have the right to be heard. We are Brave because we have the courage to stand up for people with all abilities even in the face of adversity

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KEY OBJECTIVE OF THE SERVICE/DEPARTMENT:

Northcott's Clinical Services includes Therapy, Behaviour Support, Dietetics, Sexuality and Relationships and Orthotics and Footwear. The Behaviour Support team delivers Person Centred Behaviour support to customers, services and staff at Northcott.

KEY OBJECTIVE OF THE POSITION:

- To provide Person Centred Behaviour Support to a varied and complex caseload.
- To work within a capacity building model with various other consumers, stakeholders and customers.
- To deliver Person Centred Behaviour support training as required.
- To support Northcott staff to implement, monitor and review Person Centred Behaviour Support strategies and documentation.
- To monitor and follow up on corrective actions for behaviour related incidents

PERSON SPECIFICATIONS (SKILLS & KNOWLEDGE)

- Minimum three years' experience working in a behaviour support service developing Behaviour Support Plans.
- Minimum three years' experience mentoring staff to implement Behaviour Support Plans.
- Experience working with customers, staff and families utilising a Positive Behaviour Support approach.
- Experience working within a Person Centred approach.
- Experience working with a diverse range of customers with a disability.
- Demonstrated ability to manage a caseload in an efficient and effective manner.
- High level writing skills and experience writing for a range of audiences
- Confidence utilising new technologies.

ESSENTIAL QUALIFICATIONS & EXPERIENCE REQUIRED

- To be eligible to work as an NDIS Commission approved Proficient Practitioner
- Tertiary Qualification in Psychology, Occupational Therapy, Speech Pathology, Nursing, Social or Health Sciences and/or Completed or currently completing Positive Approach to Behaviour Support Core Standard including appraisal process (FACS); or CHCDIS006 -and experience in the disability and/or community sector.
- Current driver's license.

DELEGATION LEVEL

- Level 5

CORE COMPETENCIES OF THE ROLE

Customer Focus / External Contact

- Identifies and develops Person Centred Behaviours Support for individuals that is based on positive approaches to behaviour support principles that is least restrictive and ensures enhanced Quality of Life
- Responsibility to deliver Person Centred Behaviour Support within the NDIS Framework, including effectively managing the individual's PCBS funding.

Relationship Building

- Work across the organisation providing PCBS and offer advice and guidance in relation to responding to incidents.
- Collaborates with other Northcott and external services to achieve program and organisational goals.
- Maintains a network of contacts that can provide information, help and access to other relevant services
- Develops key strategic relationships.

Problem Solving

- Defines extent of problem areas and develops solutions.
- Effectively identifies and evaluates alternative solutions.
- Makes decisions consistent with skills and experience.
- Deliver capacity building Person Centred Behaviour Support to a range of customers including those with complex behaviours others find concerning.
- Liaises with Service Manager Person Centred Behaviour Support and Advanced Practitioner Person Centred Behaviour Support for advice and support as required.

Leadership

- Drives continuous improvement.
- Recognises the need for ideas and efforts which consistently improve how well our services and products are delivered.
- Suggests new processes or improvements.
- Generates workable solutions to problems.
- Generates original ideas.

Financial Impact

- Enter customer data into Carelink and record time effectively to ensure accurate revenue is generated.

Time Impact

- Completes allocated tasks within the appropriate timeframe and meets deadlines.
- Prioritises duties/ responsibilities in a manner consistent with service and organisational objectives.

Team Work

- Balances working alone and being part of a team.
- Contributes to the team on areas of specialisation.
- Provides advice to team members when requested.
- Values others' input and is willing to learn from others.

Communication Skills

- A high level of communication skills, both written and verbal.
- The ability to communicate effectively with staff, stakeholders and customers with a diverse range of needs.

DUTIES

The typical duties of this position include:

1. Provide capacity building Person Centred behaviour support services to a varied and complex caseload.
2. Develop Behaviour Support plans including Comprehensive and Interim Behaviour Support plans that meet NDIS commission requirement for the use of Restricted Practices and support their implementation.

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3. Work within a Capacity Building model with various other consumers and stakeholders.
4. Respond to Noggin incident reporting as directed.
5. Ability to use the appropriate time management skills to meet required deadlines and service delivery targets.
6. To ensure operational and financial targets including billable hours KPI's are achieved.
7. Keep up-to-date with relevant developments in the disability services sector and to maintain and develop professional knowledge and skills.
8. Ability to work independently in the community providing support to customers and their networks
9. To provide on-going evaluation of the appropriateness and effectiveness of the program together with families and the team, both informally and through participation in regular service reviews.
10. Ability to supervise a Core Practitioner (if skills and knowledge base to do so)
11. Actively participate in team meetings, supervision and supervised practice with the Advanced Practitioner.
12. Follow all Person Centred Behaviour Support Team procedures including submitting all behaviour support plans to the Advanced Practitioner for approval prior to implementation and submission to the NDIS Commission Portal.
13. To submit behaviours support plans to the NDIS Commission Portal.

NORTHCOTT POLICY AND PROCEDURES

All Northcott employees are expected to be familiar with and adhere to Northcott policies and procedures. For more information see your manager or refer to the policy and procedures available on the Northcott Intranet.

Employee's Signature

Employee's Name

Date

Please forward a signed copy to Human Resources.