

<b>Position Title:</b>	Advanced Behaviour Support Practitioner
<b>Division:</b>	Quality and Safeguarding – Clinical Practice
<b>Direct Reports:</b>	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 and the ACT. We have more than 85 years of experience and expertise in the disability service industry.

A registered NDIS provider, we employ close to 1000 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.

Northcott's diverse range of service offerings and strong community partnerships gives customers easy access to the supports they need or want through a single gateway from our many locations.

#### 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.

### KEY OBJECTIVE OF THE SERVICE

Northcott's Quality and Safeguarding department comprises of Clinical Practice; Safeguarding; Training; Sexuality; Quality and Risk. Our objective is to support Quality of life for customers and to Manage and support Compliance, Quality and Risk for the organisation. The Clinical Practice team delivers Person Centred Behaviour support to customers, services and staff at Northcott.

### KEY OBJECTIVE OF THE POSITION:

- To provide supervision and support to Core and Proficient Behaviour Support Practitioners

- To provide Person Centred Behaviour Support to a complex caseload.
- To deliver Person Centred Behaviour support training as required.
- To network and build relationships with the local community as appropriate
- To work within a capacity building model with various other consumers, stakeholders and customers.
- To be involved in project work as identified

### PERSON SPECIFICATIONS (SKILLS & KNOWLEDGE)

- Minimum ten years' experience working with a diverse range of people with a disability including those with complex needs.
- Minimum five years' experience working in a role that included behaviour support responsibilities.
- Minimum five 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.
- A passion for a capacity building approach and customer rights.
- Demonstrated ability to manage a diverse caseload in an efficient and effective manner.
- Confidence using new technologies.

### ESSENTIAL QUALIFICATIONS & EXPERIENCE REQUIRED

- To be eligible to work as an NDIS Commission approved Advanced 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 4

### CORE COMPETENCIES OF THE ROLE

#### Customer Focus / External Contact

- Build and sustain relationships with external service providers for the purpose of strengthening Northcott's footprint and delivering person centred options for customers.
- Provide presentations and Person Centred Behaviour Support to a variety of audience and customers.
- Provide practice leadership across settings and interactions with stakeholders.

#### Leadership

- Drive continuous improvement including suggesting new processes.
- Recognise the need for ideas and efforts which consistently improve how well our services and products are delivered.
- Generate original ideas and workable solutions to problems.

#### Relationship Building

- Work across the organisation providing PCBS and responding to incidents.
- Collaborate with internal and external services to achieve program and organisational goals.
- Maintain a network of contacts to provide information, help and access to other relevant services.
- Develop key strategic relationships.

### Problem Solving

- Define extent of problem areas and develops solutions
- Effectively identify and evaluate alternative solutions
- Demonstrate high level critical thinking and analytical skills to make effective decisions in complex situations consistent with skills and experience
- Deliver capacity building Person Centred Behaviour Support to a range of customers including those with complex behaviour others may find concerning

### Financial Impact

- Ensure fee for service caseload is in line with financial and operational targets
- Meets billable hours KPI's.

### Time Impact

- Complete allocated tasks within the appropriate timeframe and meets deadlines
- Prioritise duties and responsibilities in line with with service and organisational objectives
- Ensure reporting data is entered and on target each quarter

### Team Work

- Provide advice and contribute to the team on areas of specialisation.
- Ensures reporting data is entered and on target each quarter.

## DUTIES

The typical duties of this position include:

1. Providing practice supervision of the behaviour support core and proficient practitioners.
2. Develop Behaviour Support plans including Comprehensive and Interim Behaviour Support plans for complex customers as required that meet NDIS commission requirement for the use of Restricted Practices and support their implementation.
3. Follow all Person Centred Behaviour Support procedures including submitting all behaviour support plans for approval prior to implementation and submission to the NDIS Commission Portal.
4. Ability to use time management skills to meet deadlines and service delivery targets, ensuring operational and financial targets including billable KPI's are achieved
5. Contribute to the annual budget planning process.
6. Keep up-to-date with relevant developments in the disability services sector and to maintain and develop professional knowledge and skills.
7. 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.
8. To facilitate team meetings and to attend meetings of Northcott when required.
9. Respond to requests for PCBS from external referrals and manage own calendar to deliver PCBS for individual customers.
10. Identify and participate in networking opportunities and attend meetings relevant to the customer group, service type and or geographical area.
11. Respond to Noggin incident reporting as directed.
12. Participate in individual practice supervision and supervised practice.
13. Adhere to Northcott policies and procedures, in particular, the Code of Conduct and Ethics.
14. Other duties as outlined by the Service Manager.

## Position Description

This list is indicative only and is subject to change. All Northcott employees are required to comply with any reasonable work requests as directed by their employer from time to time.

### 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.**