



### POSITION DESCRIPTION – BEHAVIOUR SUPPORT PRACTITIONER

|                            |  |
|----------------------------|--|
| <b>STATUS:</b>             | Full Time – Ongoing<br><br>(Part-time or flexible arrangements can be considered)  |
| <b>AWARD &amp; SALARY:</b> | Salary based on relevant section of Health Professional and Support Services Award.<br><br>Classifications for years of experience apply.<br><br>Salary Packaging in accordance with Public Benevolent Institutions applies. |
| <b>PRIMARY LOCATION:</b>   | Warrnambool  |
| <b>REPORTS TO:</b>         | Coordinator Early Childhood Intervention Services  |

### ORGANISATIONAL CONTEXT

Mpower is a well-established, successful, accredited not-for-profit community-based organisation servicing the population in the south west of Victoria. Mpower has been providing a range of services to individuals and families in the south west for over 40 years.

Established in 1975, the operation of Mpower has grown from a small voluntary service to an accredited agency employing more than 70 staff and providing a range of support services to over 800 families regionally. Mpower has experienced vast growth in the past 3 years following the introduction of the National Disability Insurance Scheme (NDIS) and the expansion of services.

### PRIMARY OBJECTIVES

Mpower provides services to children and their families by providing specialist Allied Health services within a Key Worker framework. As an integral part of the multidisciplinary Early Childhood Intervention program the Behaviour Support Practitioner role primarily provides Behaviour Support Services to 0-7 year old children and families who are accessing the NDIS. Behaviour Support Services are also provided to older children with a disability to complement the early childhood intervention services and provide a much-needed referral pathway for older children.

### KEY ACCOUNTABILITIES

| KEY AREA                                | MAJOR ACTIVITIES  | PERFORMANCE INDICATORS  |
|---|---|---|
| Provision of Behaviour Support Services | <ul style="list-style-type: none"> <li>Plan and develop supportive and effective Behaviour Support Services with NDIS participants in collaboration with their families, carers and other staff</li> <li>Develop Positive Behaviour Support Plans for eligible NDIS participants</li> <li>Support the implementation of behavioural support strategies and interventions within the child's home and learning environments, and Mpower programs</li> <li>Build knowledge and confidence in families to enable them to implement strategies after the service is completed</li> <li>With consent, liaise with early childhood and other service providers in relation to child and family needs</li> <li>Demonstrate a high level of professionalism and conduct within the workplace</li> <li>Use best practice principles in service delivery</li> <li>Maintain up to date client files and provide written reports as required</li> </ul> | <ul style="list-style-type: none"> <li>Demonstrated commitment to achieving the best possible outcomes for clients as evidenced by feedback received from all participants</li> <li>Services are developed in line with best practice guidelines in a manner that best represents the needs of participants</li> <li>Services are provided in accordance with all relevant legislative requirements</li> <li>Client records are managed and maintained in a confidential and secure manner in compliance with NDIS guidelines at all times</li> <li>Assessments and reports are delivered within an agreed timeframe – 4 weeks</li> </ul> |

**RESPECT**

**EMPOWERMENT**

**QUALITY**

**NEW LEARNING**

|                           |   |  |
|---------------------------|---|--|
| Teamwork                  | <ul style="list-style-type: none"> <li>• Foster close links with other health professionals, both within Mpower, and in other organisations within the community</li> <li>• Participate in team building activities such as team meetings</li> <li>• Actively contribute to peer support and group supervision</li> </ul>   | <ul style="list-style-type: none"> <li>• Attendance at Early Childhood Intervention team meetings, and organisational team meetings as required</li> <li>• Attend discipline specific network meetings</li> <li>• Evidence of strategies and recommendations made for team colleagues</li> </ul>   |
| Professional Development  | <ul style="list-style-type: none"> <li>• Attend regular training to ensure skill and knowledge development</li> <li>• Maintain a current Professional Development Plan</li> <li>• Participate in regular supervision</li> </ul>   | <ul style="list-style-type: none"> <li>• Current Professional Development Plan</li> <li>• Supervision Records</li> </ul>   |
| Stakeholder relationships | <ul style="list-style-type: none"> <li>• Internal <ul style="list-style-type: none"> <li>○ Coordinator Early Childhood Intervention</li> <li>○ NDIS Services Manager</li> <li>○ Early Childhood Intervention team members</li> <li>○ Other Managers and staff</li> </ul> </li> <li>• External <ul style="list-style-type: none"> <li>○ Clients – children with disabilities and families</li> <li>○ NDIS Early Childhood Early Intervention (ECEI)Team</li> <li>○ Schools, kindergartens and childcare centres</li> </ul> </li> </ul>             | <ul style="list-style-type: none"> <li>• Demonstrated strong professional relationships with internal customers as evidenced by feedback received</li> <li>• Ensure the agency is represented in a highly professional manner and conduct across the agency and community at all times</li> <li>• Demonstrated commitment to achieving the best possible outcomes for clients as evidenced by feedback received from all participants</li> </ul> |
| Code of Conduct           | <ul style="list-style-type: none"> <li>• Develop and maintain sound knowledge of, and commitment to, Mpower’s policies and procedures</li> <li>• Engage in behaviour that treats others fairly, equitably, and not subject to any form of discrimination or harassment.</li> <li>• Demonstrate and abide by Mpower’s core values: Respect; Empowerment; Quality; New learning</li> <li>• Participate in promoting safe working environment</li> <li>• Demonstrate a friendly and supportive approach to our clients and their families</li> </ul> | <ul style="list-style-type: none"> <li>• Aware of and promotes Mpower’s policies and procedures</li> <li>• Core Values are reflected in decision making and everyday behaviour</li> <li>• Participation and compliance of all occupational health and safety policies and procedures</li> <li>• Customers are always made to feel welcome and supported</li> </ul>   |
| Infection Control         | <ul style="list-style-type: none"> <li>• Ensure all practice is conducted in accordance with infection control policies, procedures, and standards.</li> </ul>  | <ul style="list-style-type: none"> <li>• Adherence to infection control standards and legislative requirements at all time.</li> </ul>   |

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### KEY SELECTION CRITERIA - SKILLS AND BACKGROUND REQUIREMENTS

#### Formal qualifications (Certifications and qualifications)

Required – tertiary qualification in Psychology, Social Work or Counselling

#### Prior experience and desired skills

##### Required

- Demonstrated high level written and verbal communication skills
- Demonstrated ability to work in a team
- Experience with functional behavioural assessment
- Ability to develop and implement positive behaviour support plans using evidence-based strategies to meet the specific needs of individual participants
- Experience in the early childhood disability field and/or experience working with people with a disability and their families
- Excellent time management skills to be able to prioritise caseload and competing interests

##### Desirable

- Positive Behaviour Support qualification and registration
- Demonstrated prior experience working with families and children with disabilities
- Previous experience working in an NDIS funded service

##### Compliance Requirements:

- Current Registration with relevant professional association or board
- Driver's license
- Current Working with Children Check
- Satisfactory Criminal Background Check
- Satisfactory Disability Workers Exclusion Scheme Check

**SIGNATURES:** We certify that the contents of this position description are a true and accurate reflection of this role:

Position holder:

Date:

Signature:

Supervisor:

Date:

Signature:

HR Representative:

Date:

Signature:

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