

POSITION DESCRIPTION

Behaviour Support Practitioner

1. POSITION TITLE Behaviour Support Practitioner	2. ORGANISATION LOCATION Newcastle, Maitland, Upper Hunter, Taree & Manning Regions	3. PERFORMANCE MANAGER Clinical Specialist – Behaviour Support
4. POSITION CATEGORY SCHADS Award or Counselling And Clinical Services Pay Schedule	5. CLASSIFICATION Level 4 to Level 6 SCHADS Award - dependent on level of qualifications and/or experience or the Counselling And Clinical Services Pay Schedule	6. POSITION STATUS Permanent Full time or Part-time
7. POSITION SUMMARY <p>This position primarily involves conducting functional assessments of challenging behaviours and developing and supporting the implementation of evidenced based behaviour support plans to enhance quality of life, build skills and reduce any behaviours of concern.</p> <p>As a member of a multidisciplinary team within a person centred, strength and evidenced based framework, you will deliver flexible and individualised supports to meet the behavioural support needs for people with issues relating to their behaviour across diverse community contexts and service platforms. Your responsibilities will include working closely with the individual and their support network to increase the individual's skills and build quality of life. You will be responsible for providing a practical approach to the implementation of behaviour support plans and interventions as well as support any legislative and clinical based requirements relating to the use of Restrictive Practice.</p> <p>The Behaviour Support Practitioner is required to have a high level of energy, enthusiasm and a genuine commitment to achieving sustainable behavioural support outcomes for people with disabilities, mental health issues and neurodevelopmental disorders to enable them to lead an inclusive life in their community. You will need to be creative, innovative and have a strong commitment to quality and continuous improvement.</p> <p>Your commitment to person centred practices and the rights of people with disabilities will be reflected in all aspects of your work as will your commitment to our five pillars of Respect, Justice, Connection, Collaboration and Innovation.</p> <p>The position may be offered to someone who has not currently attained an undergraduate degree, however in this context, they must have strong experience and has keen interest in developing a career as a Behaviour Support Practitioner. Such employees will also need to be able to attain accreditation Provisional Accreditation with NDIS Quality and Safeguards Commission. For these prospective employees, support, development and supervision will be provided to undertake the duties of the position.</p>		

8. PERSONAL ATTRIBUTES / SELECTION CRITERIA

- Capacity to communicate with a diverse range of groups and individuals.
- Experience working in a similar position or significant experience in the delivery of behaviour support services.
- Demonstrated ability to undertake behavioural assessments and create behaviour support plans.
- Commitment and ongoing demonstration of the values, principles and capabilities of the NDIS Quality and Safeguards Commission Behaviour Support Capability Framework.
- Excellent organisational, interpersonal and time management skills
- Demonstrated ability to work within the principles and values of CatholicCare Social Services
- A willingness to travel.

9. QUALIFICATIONS/LICENCES

MANDATORY

- Relevant qualifications in Disabilities, Social/Behavioural Science Field, Mental Health, Nursing, Psychology, Social Work, Occupational Therapy or a related discipline
- Ability to attain Provisional Accreditation with NDIS Quality and Safeguards Commission https://www.nds.org.au/images/resources/NDIS_Behaviour_Support_Compency_Framework_Draft_30_May_2018.pdf
- Current Driver's License
- Current Working With Children Check or willingness to obtain.

10. ORGANISATIONAL ENVIRONMENT

CatholicCare Social Services Hunter- Manning is a not for profit organisation and a mission and outreach agency of the Catholic Diocese of Maitland-Newcastle. Our services include; child and family services, disability support, mental health services, counselling and refugee services. CatholicCare currently operates across six sites in the Hunter-Manning and we are committed to delivering services in line with our three pillars of Respect, Justice, Connection, Collaboration and Innovation.

11. MISSION - VISION – VALUES

Identity

CatholicCare is the official social services agency of the Catholic Church in the Diocese of Maitland-Newcastle. To continue the mission of Christ, we offer opportunities for growth, healing and hope to all people.

Mission

CatholicCare Social Services Hunter-Manning listens and responds. We work together with local communities to build a stronger, fairer and kinder society that values children, young people, families and individuals. Through Christ's mission we seek to provide opportunities for people to realise their individual potential.

Vision

We aim for inclusive, just, and strong communities where all people feel safe, validated, and that their voice is heard. We nurture and encourage strong relationships where the individuality and strengths of each person are respected, valued and celebrated.

Values

- Respect — we show consideration for all and recognise each other's differences.
- Justice — we believe in and actively seek and encourage equality for all.

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- Connection — we are committed to developing and enhancing meaningful relationships with our communities including agencies of the Catholic Diocese of Maitland-Newcastle, funding bodies and like-minded organisations that uphold a commitment to assisting the vulnerable.
- Collaboration — we encourage teamwork that achieves tangible outcomes through open communication, lateral thinking and positive reinforcement.
- Innovation — we anticipate change, and proactively ensure our service delivery is at the forefront of industry standards.

12. Key Performance Area	Key Tasks	Performance Indicators
1 Principles	<ul style="list-style-type: none"> • Ensure all practice is legally, clinically and ethically valid • Ensure all practice is evidenced based and supported with data driven decision making • Ensure all practice is culturally sensitive and responsive and accessible to individuals, families and groups • Ensure the involvement of each individual in decision making pertaining to their goals and objectives relating to behaviour support 	<ul style="list-style-type: none"> • Practice meets relevant benchmarks on a consistent basis. • Review of practice confirms that assessments and decisions are based on the established evidence base and supported with data • Assessment and BSPs reflect cultural needs and formatted to ensure accessibility • Evidence within plans demonstrate individual decision making
2. Values	<ul style="list-style-type: none"> • Undertake respectful, holistic and person-centred approaches to assessment and support • Ensure strategies build on strengths and capacities for each individual and their family or service network • Engage as required with the broader mainstream service sector to enhance 	<ul style="list-style-type: none"> • Evidence in plans demonstrates that a range of biopsychosocial and skills factors have been taken into account and that the individual has been involved throughout the consultation process • Evidence in plans demonstrates that a range skills and capabilities have been identified with accompanying strategies to enhance such strengths • Evidence in plans demonstrates that a range mainstream service sector options have been

	<p>overall support for each individual and their family or service network</p> <ul style="list-style-type: none"> Collaborate with other professionals and work transparently and respectfully across service sectors and networks 	<p>canvassed and utilised as appropriate</p> <ul style="list-style-type: none"> Evidence within plans that collaboration has been undertaken
3. Behaviour assessment, clinical formulation and the development of multi-element intervention and support strategies	<ul style="list-style-type: none"> Perform comprehensive clinical assessments and undertake clinically valid and justifiable formulation Develop multi-element intervention plans that support behaviour change and manage any presenting risks 	<ul style="list-style-type: none"> Quality benchmarks achieved on a consistent basis A review of progress identifies that BSPs have contributed to behaviour change for individuals Documentation and evidence is produced that is focused on the mitigation of risk associated with behaviours of concern
4. Implementation of behaviour support plans	<ul style="list-style-type: none"> Facilitate support and ownership of the plan with 'behaviour support implementors' Facilitate the implementation of behaviour support plans across a range of contexts Support and coach 'behaviour implementors' with the implementation of the behaviour support plan Monitor progress and refine the behaviour support plan as relevant 	<ul style="list-style-type: none"> Plan implemented on a consistent basis Evidence that plans have been implemented across contexts Evidence that implementors are aware and supportive and capable of implementing identified strategies Evidence that plans have been reviewed and refined on a regular basis
5. Regulated Restrictive Practices	<ul style="list-style-type: none"> Ensure all protocols and legislative requirements associated with the use of Regulated restrictive Practices are complied with 	<ul style="list-style-type: none"> Efforts have been made to ensure any recommended Restrictive Practices are suitably Authorised by implementing providers Fading strategies are incorporated into BSP Strategies Training and support is provided to implementing and reporting providers re the use of Restrictive Practices
6. Quality and continuous Improvement	<ul style="list-style-type: none"> Quality Benchmarks relating to assessment, plan development, implementation and evaluation are acknowledged and complied with 	<ul style="list-style-type: none"> Benchmarks are met on a consistent basis Strategies discussed through supervision are incorporated and evaluated into practice

	<ul style="list-style-type: none"> Ideas and newly developed evidenced based practice concepts and resources are researched and shared across team Efficiency measures are identified explored, incorporated and shared with the organisation 	<ul style="list-style-type: none"> Evidence of efforts to locate and share information is captured in supervision or team meeting notes Training in newly developed concepts/approaches is undertaken and/or provided to the organisation Evidence of efforts to locate and share improved efficiency concepts are captured in supervision or team meeting notes
7. Innovation and Creativity	<ul style="list-style-type: none"> Innovative approaches to individual, families and services systems are explored, undertaken and evaluated 	<ul style="list-style-type: none"> Multi-media resources are utilised to support implementation of behaviour support plans Innovative mechanisms to enhance outcomes are trialled and evaluated Evidence of looking outside the box are captured in supervision notes
8. Ongoing Professional Development	<ul style="list-style-type: none"> Mandatory Continuing Professional Development requirements are met on an Annual basis Information and learnings are shared across the organisation 	<ul style="list-style-type: none"> Continuing accreditation through appropriate credentialing body e.g. AHPRA, NDIS QS Commission Evidence of sharing information is captured in supervision notes and/or team meetings or organisational presentations
9. Supervision	<ul style="list-style-type: none"> Actively participate in supervision on a regular basis and incorporate feedback into professional practice 	<ul style="list-style-type: none"> Supervision Agreement signed Supervision notes demonstrate active participation Agreed tasks/goals identified in Supervision are achieved
10. Confidentiality	<ul style="list-style-type: none"> Maintain absolute confidentiality at all times in relation to the clients and the operation of the service. 	<ul style="list-style-type: none"> Confidentiality is maintained in regard to clients, staff and service operations.

13. KEY RELATIONSHIPS & COMMUNICATIONS

RELATIONSHIP	PURPOSE & FREQUENCY
1. Manager Counselling and Clinical Services	Operational Management - ongoing
2. Clinical Specialist Behaviour Support	Clinical Management-ongoing
3. Other Behaviour Support Staff	As required to work collaboratively for the best outcomes for the people we support
4. Other Stakeholders	As required for successful coordination, referral and communication

5. Office Manager/Admin	Signing on and off; stationery and consumable purchases; WH & S
14. SIGNIFICANT CHALLENGES	
What?	Why?
Working within the constructs of the NDIS particularly where resources are limited	<ul style="list-style-type: none"> Undertaking assessments and developing plans within the funding constraints of a person's individual plan may at times be challenging.
2. Understanding professional responsibilities and expectations of our role in supporting vulnerable people appropriately	<ul style="list-style-type: none"> It can be tempting to drive support and to attempt to resolve all issues for vulnerable people. However, this is not our role. Our intention is to develop a partnership with people which will provide them with the opportunity to make their own choices and build their own capabilities
3. Understanding and implementing a strengths-based client centred philosophy or work practice	<ul style="list-style-type: none"> For client centred philosophy to be effective strong emotional boundaries and professional practice is essential. Vulnerable people need to give the opportunity to control their own consequences in order to promote personal growth ultimately leading to personal empowerment
15. EMPLOYMENT CONDITIONS	
<p>All CatholicCare employees are required to participate in performance management, in accordance with our policies and procedures.</p> <p>In line with our values, all CatholicCare employees are offered appropriate education and development opportunities, some of which may require compulsory attendance.</p>	
16. LEGISLATION & CATHOLICCARE POLICY	
<p>Staff must:</p> <ul style="list-style-type: none"> Abide by the laws of the Commonwealth of Australia and NSW and the policies of CatholicCare. Any criminal or civil action taken against the occupant must be reported immediately to the Director/HR Manager; take reasonable action to familiarise himself / herself with CatholicCare policies and procedures., and compliance with WH&S laws and regulations; not take advantage of their role in CatholicCare for personal gain; take responsibility for their personal safety and the wellbeing of other employees, clients, contractors and other visitors to CatholicCare; and, Only make decisions within their delegated responsibilities. 	

17. EXPECTED EMPLOYEE BEHAVIOUR

Employees must:

- Display a commitment to the Mission, Vision & Values of CatholicCare
- Display respect for themselves and their colleagues
- Have a commitment to teamwork and contribute to the team and organisational performance by seeking ways to continually improve
- Interact with individuals, families, groups and other community members in a respectful and dignified way
- Attend staff meetings and compulsory education when required
- Maintain confidentiality and exercise discretion in relation to all CatholicCare matters and personal information concerning colleagues and people in receipt of services.

P.D Last Reviewed September 2020

Next Review is due on September 2021

I have read, understand and agree to the content of this position description.

Signature.....

Print Name.....

Date...../...../.....

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