

# Connections For Life Direct Support Professional Job Description



Connections For Life  
Supported and Independent Living Services

<b>TITLE:</b>	<b>Direct Support Professional (DSP)</b>
<b>BASIC FUNCTIONS:</b>	Personal support for individuals living in their own homes
<b>REPORTS TO:</b>	ILS or SLS Coordinator
<b>JOB CLASSIFICATION:</b>	Part-Time / Non-Exempt
<b>REQUIREMENTS:</b>	<u>Education:</u> High School Diploma preferred. <u>Experience:</u> A minimum of six months of working in the field of human services preferred. <u>Special skills and knowledge:</u> Must possess an understanding of and commitment to the philosophy of integration, normalization, and individual-driven services. Associates must be willing to carry out and share responsibilities, must always be on time for their shifts, and must respect confidential information. They must have abilities in the areas of personal care support (e.g., ability to assist with physical transfers of individuals) and household management. DSPs must possess the ability to work well with others in a team environment. Individuals must be current in basic first aid certification. Hours of employment are based on the individual client and may change unexpectedly.

## **CORE RESPONSIBILITIES:**

1. Ensures that the individual's home maintains an orientation towards the person's needs and desires and provides individualized support as described in the Individual Support Plan.
2. Accepts and works within established household routines.
3. Accepts assigned responsibilities for laundry, shopping, meal planning and preparation, and household cleaning.
4. CFL has a no-single lift policy, associates are fully trained and competent in appropriate movement procedures for the people we support
5. Helps with hygiene and daily health needs, including medication.
6. Welcomes the individual's friends and other visitors.
7. Assists the individual in developing and maintaining positive relationships in the community.
8. Maintains appropriate time sheets for hours worked.
9. Ensures that appropriate CFL staff is notified in case of accidents as required by Incident Reporting procedures.
10. Attends house meetings, workshops and training as requested.
11. Provides back-up assistance as needed.
12. Other duties as specified and assigned by the employer.

## Physical Demands

While performing the responsibilities of the job, the employee is required to talk and hear. The employee may be required to assist a person in movement from bed to chair or chair to vehicle. The employee may be required to assist a person from chair to shower or bed via hoist lift. The employee is often required to sit and use their hands and fingers, to handle or feel. The employee is required to stand, walk, reach with arms and hands, climb or balance, and to stoop, kneel, crouch or crawl. Vision abilities required by this job include close vision.