



SUPPORT COORDINATOR

Part time up to 4 days per week.

Looking for a rewarding career in helping and supporting others to achieve their goals? Our Support Coordinators work directly with NDIS participants to support them to live a fulfilling and meaningful life in the community and to achieve the goals set out in their NDIS plan. This involves working with participants to coordinate a variety of services, facilitating effective working relationships and communications with carers, family, external services and other key stakeholders to help provide the most well-rounded support available for participants.

This role will include:

- Coordination of support services as outlined in a participants NDIS plan
- Support-participants to strengthen their abilities to coordinate/implement their own support plans
- Encourage and support participants to participate and engage more fully in their local community
- Support participants with a range of individual needs to promote wellbeing
- Complete budgets, risk assessments, plan reviews, referrals, and goal structures

You will have:

- Minimum Certificate IV in Disability and /or equivalent experience. Diploma or Degree in Social Work, Community Services or related field would attract higher remuneration.
- Knowledge of and experience within the NDIS
- Experience -of operating under organisational policies and activities
- Ability to communicate and work collaboratively with participants and a diverse range of stakeholders.
- Commitment to working from an empowerment perspective, promoting service user's independence, skill development and self-advocacy.

You will also be willing to undergo worker screening checks as well as providing 2 recent managerial references.

Please submit your application to careers@menziessupport.org.au

Enquiries to Naomi McNamara, CEO-at Menziess Support Services 5772 1888 or via the email address above.

Applications close-5pm 10th July 2022.

Pay range \$30.03 to \$38.52 commensurate with qualifications and experience.