

Position Title:	NDIS Worker	Supported by:	NDIS Project Manager
		Award Level:	SCHCADS Level 2

One Door Mental Health (ODMH) is a leading for-purpose service provider for people living with mental illness, their families, and carers.

About the Position

The National Disability Insurance Scheme (NDIS) aims to give people with disability better access to personalised, high quality and innovative supports and services. A specific focus is to enhance the independence, social and economic participation of people with disability and their carers. The NDIS uses a person-centred approach that aims to increase choice and control.

The role uses a recovery-oriented approach to provide agreed NDIS services for people with a psychosocial disability who have NDIS Plans. The role will deliver centre-based/group activities and individual supports, to meet the goals of the people we support. As a team member, the NDIS Worker will work collaboratively with other team members to facilitate the effective operation of the team.

What we ask of you

1. Deliver NDIS services through centre-based, group-based and/or 1:1 supports.
2. Actively promote and demonstrate [ODMH values](#).
3. Follow Recovery Principles.
4. Provide 1:1 and/or centre-based/group activities, to assist recovery and independent decision-making with the people we support.
5. Maintain a good working knowledge of the NDIS support items and requirements under NDIS Standards and Guidelines.
6. Complete comprehensive documentation including reviewing and adjusting 'Safety and Wellness Plans' and other goal-focused agreements prior to the delivery of supports, to ensure supports are delivered safely and in the manner agreed with the people we support.
7. Adhere to and achieve the Program's Key Performance Indicators.
8. Maintain timely, current service delivery records for the people we support including data, case notes, and goals and outcomes information in the Client Management System and through any other required portal or method.
9. Contribute to effective team processes.

10. Consult with other team members, the NDIS Project Manager and the Support Hub Practice Leads regarding complex support issues.
11. Work within ODMH [policies and protocol](#).
12. Demonstrate commitment to the care, safety and wellbeing of self and others in work environment.
13. Contribute to learning and development, including by demonstrating an on-going commitment to learning and by sharing learnings with others.

Your key skills and experience

1. Certificate IV in a relevant discipline (e.g. mental health, peer work, disability) or equivalent experience.
2. Knowledge of the NDIS and the NSW mental health system and local services, or willingness and ability to learn.
3. Ability to use the recovery- based approach to assist people with severe and persistent mental illness.
4. Demonstrated values consistent with person-centred ways of working and supporting the person's choice and control.
5. Ability to communicate effectively in all interactions with all stakeholders.
6. Ability to exercise personal responsibility and work as part of a team, with the support and guidance of the NDIS Project Manager.
7. Demonstrated computer literacy to use Microsoft programs and the capability to learn other applications.
8. Current driver's licence and access to a fully insured motor vehicle.