SUMMARY:
The Direct Support Professional (DSP) performs hands-on care and support for participants with intellectual and/or developmental disabilities, particularly those with autism, in various settings including any Echoing Hope Ranch (EHR) site and/or participant homes and communities. Performs related work as required.

SALARY RANGE:
$12.80 - $14.00 per hour

ESSENTIAL JOB FUNCTIONS:
(Work assignments may vary and will be communicated to the employee by the supervisor.)

❖ Provide direct care to those with intellectual and/or developmental disabilities.

❖ Perform personal care tasks, including, but not limited to, assistance with basic personal hygiene and grooming, feeding, and movement, medical oversight, and health care.

❖ Foster positive relationships between caretakers and individuals served.

❖ Ensure participant safety and maintain a safe environment.

❖ Remind and assist clients with self-administration of medications (training provided).

❖ Encourage self-help activities. Report changes in client’s condition or family situation to administrators and supervisors.

❖ Document services provided. Perform home management functions such as light housekeeping, laundry, bed making, and cleaning.

❖ Plan meals, shop for groceries, prepare and serve food/meals, assist with feeding and clean-up.

❖ Accompany clients to scheduled appointments and transport or run errands for participants.

❖ Assist with toileting, including bedpans, urinals, and commode chairs as necessary.

❖ Other duties as assigned.

Direct Support Professional Qualifications / Skills:

❖ Ability to work in a group home, home-like settings.
Communication skills (verbally and written) with all levels of personnel, internal and external to the company.

Ability to handle physical aspects of a job, including bending, stooping, lifting, pushing, pulling, reaching, and walking for periods of time.

PERFORMS OTHER RELATED DUTIES AND ASSIGNMENTS AS REQUIRED.

OTHER REQUIREMENTS:

Ability to communicate in English both verbally and in writing.

Able to positively interact and develop rapport with participants and their families.

Able to maintain a calm, non-defensive, supportive attitude during crises or potential crisis situations.

Must be able to access communications from EHR via telephone and/or computer.

Have ability to operate a computer, tablet, or other electronic devices for record keeping and documentation.

Required to pass extensive criminal/background checks in accordance with state and federal laws and fingerprint check in order to obtain necessary fingerprint clearance.

Must satisfactorily participate in and complete all EHR comprehensive training programs within the required timelines and ensure all training remain in compliance.

Must have safe and reliable transportation to and from EHR work facilities with a valid driver’s license.