



DIRECT SUPPORT PROFESSIONAL

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.