

Direct Support Professional (DSP) Job Summary

We are looking for a responsible, caring, and compassionate direct support professional (DSP) to join our growing team. The ideal candidate will be highly dependable and have a passion for helping those with physical and/or mental disabilities live a more fulfilling and happy life.

Working one-on-one with each client, you will assess his/her needs and tend to them accordingly with the goal of fostering a positive, encouraging environment.

Direct Support Professional Job Duties and Responsibilities

- Be a personal companion to clients and act as a supportive friend servicing their needs and working to build their independence.
- Encourage and foster individuals' preferred hobbies and interests.
- Assist with and work to strengthen the individuals' many daily living needs, including but not limited to: nutrition, hygiene, exercise, communication, and socialization skills.
- Help individuals to bathe, groom and dress, eat and drink, if necessary, always working to improve self-reliance.
- Create daily schedules and plans for clients.
- Develop meaningful relationships and connections with clients to make them feel cared for and included in the community.
- Be a compassionate, patient and encouraging support professional at all times.
- Does not engage in activities other than official business during work hours.
- Presents a neat, clean appearance; dressed appropriately for the job, and practices personal hygiene.
- Adheres to Attendance Policy – Works when scheduled, beginning and ending work as expected; calls in according to policy; observes policies on break and lunch periods; uses work time appropriately, records all hours worked as instructed.
- Reports to the Interdisciplinary Team (IDT) any problems, proposed program changes, the behavior of individuals served, concerns, training needs, medical concerns, dietary issues, etc.
- Ensures documentation of behaviors, incidents, injuries, program data collection, medication data, and progress notes completed accurately and on time.
- Performs all other duties as assigned by management.
- Accepts direction and feedback from supervisors and follows through appropriately.

Qualifications and Skills

- Must be at least 18 years of age.
- Valid Indiana driver's license or state ID.
- Clear background check, including criminal history.