JOB TITLE: Direct Services Professional (DSP) Floater
REPORTS TO: Day Services Manager
DEPARTMENT: Day and Employment Services
SALARY RANGE: $17.74 - $19.24

SUMMARY

Provide direct support to adults with intellectual and developmental disabilities in a day program setting. Promote confidentiality, dignity, uniqueness, and physical and emotional well-being. Support individuals in developing and maintaining relationships and advocate for justice, equality, and full community inclusion. Demonstrates respect, integrity, and responsibility toward the people supported, coworkers, and community members.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Plan with and support individuals in meaningful daily activities, including recreational, employment, learning, physical fitness, money management, and individual interests.
- Identify opportunities to enhance individuals' experiences using an individualized support approach aligned with IPOP needs.
- Assist individuals in maintaining safe and healthy lifestyles, including following medical orders and making healthy choices.
- Provide direct personal support such as grooming, toileting, dressing, eating assistance, and transportation support (getting in/on and off vans).
- Monitor and maintain a clean, safe, and secure environment and participate in emergency (fire and evacuation) drills and infection control practices.
- Understand and follow Plans of Nursing Services (PONS) and maintain confidentiality of all records.
- Be familiar with common prescribed medications for the individual and assist individuals in taking necessary precautions to avoid adverse interactions.
- Monitor for and report changes in overall health, behavior, appearance, and activity patterns according to established procedures.
- Maintain positive relationships with family members and guardians, including providing status updates, and act as a positive program liaison between family members, guardians, the program, and support team members.
- Complete all required documentation in compliance with Holy Childhood, state, and federal regulations.
- Successfully complete all required ongoing training within mandated timeframes.
- Immediately intervene and report suspected abuse in accordance with NYS Justice Center requirements and Code of Ethics.
- Maintain professional behavior consistent with Holy Childhood's culture, mission, values, and policies/procedures. This includes treating individuals and others with dignity and respect.

QUALIFICATIONS

Ability to perform essential job duties satisfactorily while demonstrating continuous professional development, a person-first approach, strong communication and organizational skills, and effective problem-solving abilities. Must be flexible, dependable, and able to work during inclement weather. May be exposed to communicable diseases and bloodborne pathogens.

EDUCATION AND EXPERIENCE

High school diploma or GED required. Two years of experience in human services preferred, particularly with adults with disabilities. Valid NYS driver's license required with the ability to become and remain an approved agency driver. Must maintain required certifications including First Aid and CPR. Requires basic computer skills and completion of agency onboarding training. Physical requirements include standing, walking, sitting, lifting up to 50 pounds occasionally, pushing/pulling wheelchairs and carts, and performing cleaning tasks.