



Person 2 Person, LLC

JOB DESCRIPTION: Direct Support Professional (DSP)

A direct support professional (DSP) will provide assistance, skill training, and care to the developmentally or physically disabled individual. The position of the DSP involves patience, empathy, strong interpersonal skills, and a detailed knowledge of best care practices.

Position Description

A DSP will provide a number of services depending on the needs of the individual; these might include running errands, helping individuals move around the home, transporting to and from appointments, daily activities, etc.; educating and training individuals on independent living, and administering prescribed medication.

Report to: Service Manager

Essential Duties and Responsibilities of the Direct Support Professional (DSP)

- Assists with and work to strengthen the individuals' many daily living needs, including but not limited to nutrition, hygiene, exercise, communication, and socialization skills.
- Helps the developmentally disabled move from room to room around their environments.
- Assists individuals, as required, in dressing, bathing, and completing basic hygiene tasks.
- Encourage and foster individuals' preferred hobbies and interests
- Oversees any required training/rehabilitation activities
- Ensures that individuals take their prescribed medications
- Prepares meals that adhere to special dietary considerations
- Assists with light cleaning and housework
- Teaches/trains developmentally disabled adults how to adopt basic independent living skills
- Helps adults with developmental disorders learn to make a budget and complete basic household tasks, if applicable
- Works with individuals in the home and community activities, providing support and assistance during daily activities
- Meets with family to discuss needs of individuals
- Runs errands to the grocery store, laundromat, cleaners, drugstore, and other necessary locations

- Organizes activities with individuals
- 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
- Help set individual goals and track client progress, noting any drastic changes, report findings to superiors and other required agencies
- Make phone calls and drive clients to appointments, meetings, events, etc.
- Encourage individual skill development and work towards community integration
- Develop meaningful relationships and connections with individuals to make them feel cared for and included in the community
- Follow all health and safety protocols
- Help clean and tidy home with/for the individuals
- Attend continuing education courses, training and get further certified as the job requires
- Be a compassionate, patient, and encouraging support professional always

Required Qualifications, Knowledge, Skills and Abilities

- Minimum high school diploma or GED equivalent
- Valid driver's license
- CPR certification
- Access to a registered vehicle with proof of insurance
- Must pass background investigation and central registry check
- Experience tracking and recording information
- Demonstrates strong organizational skills and writing skills.
- Enjoy working with developmentally disabled individuals to improve their quality of life
- Ability to move and stand for prolonged periods and frequently perform physically demanding tasks
- Exhibits ability to think quickly, act calmly in managing stressful, emergency situations responsibly and effectively
- Friendly disposition with a positive 'can-do' attitude
- Demonstrates patience and compassion
- Possesses excellent interpersonal skills

- Works well with a variety of different individuals
- Possesses detailed knowledge of the individual's condition, symptoms, and medications
- Communicates clearly and effectively
- Possesses strong listening skills
- Possesses physical stamina required to help individuals move around-lifting, moving, etc.
- Possesses emotional strength necessary to work with disabled individuals
- Demonstrates awareness of proper first aid and emergency response procedures
- Always maintains friendly and open demeanor
- Attending staff meetings, company meetings

Education and Experience

A DSP shall hold a high school diploma, GED, an associate degree or certification as a Nurse's Aide or Nursing Assistant. DSPs are also required to successfully complete a training program, commissioned by FFS, DBHDS or by the state of residence prior to beginning work. Trainings can last anywhere from 1-2 months, and usually culminate in final tests.

Work Environment

A DSP may spend most hours in the residence, helping in the home with daily tasks or day supports, hospitals, or clinics. Shifts will vary, depending on the needs of the individuals – some DSPs cover a typical 6-2 shift, while occasionally cover night shifts, and most rotate between the two, where 24-hour coverage is required for the individuals served. The job of a DSP in this environment can be physically and emotionally taxing, especially when working with high-needs individuals.