

## **Direct Support Professional**

### **Position Summary**

Direct Support Professional (DSP) are Compassionate Direct Care Staff who assure our developmentally disabled Individuals achieve their highest level of Independence in the residential home setting at various locations throughout Greenville County.

### **Position Responsibilities**

- Ability to work assigned schedule. Available schedules are Full-Time; 2<sup>nd</sup> and 3<sup>rd</sup> shift with 12 hour weekends when scheduled
- Assist our Individuals with all Daily Living skills such as but not limited to: Ambulation, Personal Care, Bathing, Meal Preparation, Housekeeping, Laundry, Socialization, Medication Administration, Shopping, Community Outings and more.
- Provide our Individuals with transportation by operating an agency vehicle. Must have a valid South Carolina Driver's License.
- Assure all required documentation is completed written and electronically.
- Maintain a positive relationship with our Individuals, their Families and all departments to assure the most effective approach of care.
- Assure our Individuals maintain a Healthy lifestyle by dispensing medication, following all doctor's orders and behavior support plans.
- Assist our Individuals with maintaining their funds by assuring all transactions are appropriately documented and accounted for.
- Maintain current training and certification
- Follow all Thrive Upstate policies and procedures. Assure proper reporting to Agency, State, and Federal Authorities per directed guidelines.
- Maintain a clean and safe environment for our Individuals at all times.
- Other duties as assigned

### **Essential Skills and Experience**

- High school diploma or equivalent or satisfactory completion of competency assessment.
- Must have a valid Driver's License and clean driving record
- Ability to use independent judgment, decision-making skills, verbal and written communication skills, human relation skills, team working skills, and organizational skills
- Ability to work flexible shift hours based on needs of the department.
- Must have a passion for working with individuals with Developmental Disabilities
- Strong written and verbal communication
- Should be able to exhibit high levels of patience and compassion
- Must be able to multi-task
- Must be able to comply with heavy documentation standards and policies

***Thrive Upstate is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability or protected Veteran status.***