

APPENDIX C

Sample Job Description

Position: Participant-directed Worker (PDW) to Provide Participant-directed Community Supports (PDCS)

Reports to: Person with Paraplegia Who Is Common Law Employer

Specific Duties:

Provides supports to a person with paraplegia in their home and community. Duties include assisting the person with personal hygiene and dressing; laundry, shopping, meal prep and cleanup tasks, accompanying the person do personal errands and perform other duties as, necessary.

Work Schedule and Setting:

- Part-time (24 hrs/wk), Monday through Saturday 7 -9:00 am – 5:30 – 7:30 pm. Work at person’s home and various locations in his/her community. Must be willing to work weekends.

Qualifications and Skills Requirement:

- 18 years or older
- Certified in CPR and First Aid
- Clear criminal background history
- Valid driver’s license
- Current auto registration and required insurance
- Willing and able to carry out the services responsible for in the person’s person-centered Individual Support Plan
- Successfully completes pre-training or in-service training necessary to carry out the PCDS responsible for in the person’s person-centered Individual Service Plan
- Be a non-smoker

Experience Working with Persons with Physical Disabilities:

- Preferred.

Languages:

- Speaks, reads and writes English.

Rate of Pay: \$14.00/hour

References Required.