



4105 MASON RIDGE DRIVE, ANNANDALE, VA 22003 | PHONE: (703) 941-4083  
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## JOB DESCRIPTION

### **DIRECT SUPPORT PROFESSIONAL**

Reports to: Residential Manager

#### **Position Qualifications:**

- High School Diploma or equivalent.
- Knowledge of & willingness to learn basic office procedures and use equipment.
- Willing to learn basic skills required for specific duties.

Direct Support Professionals assist intellectual and developmentally disabled individuals with daily living activities at home or daytime care facilities. Their duties may include making beds, doing laundry, and preparing and providing meals. They report to the QMRP.

#### **Responsibilities, Knowledge, Skills and Abilities:**

- Knowledge of the characteristics and concepts of mental retardation, mental health, health disorders, IDDD and related physical conditions and treatment approaches for children.
- Knowledge of simple nursing care, first-aid, behavior management, personal and environmental hygiene.
- Ability to implement and follow the policies and procedures of the department, facility or service entity.
- Ability to engage in the care, training and rehabilitation of physically and mentally challenged individuals or the mentally ill.
- Ability to provide basic nursing care, personal care and hygiene>



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WMHS-12/1

- Ability to perform established training, care and programmatic activities.
- Ability to teach individuals eating, bathing, dressing, grooming and other self-care skills.
- Ability to participate with professional staff in the design and implementation of training and programmatic activities.
- Ability to observe the rights and personal dignity of others.
- Ability to observe, record and report individuals' behavior, attitude and physical condition. Ability to perform simple math and communicate effectively, both orally and written. Ability to maintain effective working relationships with individuals and other employees.

### **Experience:**

One year of full-time or equivalent part-time paid or volunteer experience in the care, training, rehabilitation and of individuals with intellectual needs, developmentally/physically/ or mentally challenged.

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*\*I have reviewed my job description and agree to perform all duties mentioned. I understand that my job duties may change as the needs of the agency change. I further agree to notify my immediate Supervisor if I am unable to complete any of my job duties in a timely manner*

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Signature

Date

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