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# Example of Direct Support Professional Job Description

Our innovative and growing company is hiring for a direct support professional. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for direct support professional

* You would help individuals to participate in games and recreational programs
* You would work with other staff to carry out and record care plans and, in accordance with special instructions, you may administer medication
* You would need to be prepared to act to ensure the health and safety of individuals in emergency situations
* In some of the residences, you must be able to stand, bend, stretch, and lift bedridden and/or incapacitated individuals
* Providing Medication Administration to the clients we serve, to include utilization of QuickMar
* Conducting adaptive equipment audits
* Scaning medical appointment information to the Nursing Department and ensure all necessary medical supplies and equipment are received
* Instruct and reinforce target goals and outcomes according to individual
* Complete written documentation of services(s) provided upon completion of visit as directed by IDD Coordinator or designee
* Accurately note individual responses and results to staff interventions and assessment through proper documentation

## Qualifications for direct support professional

* NC DMV background check completed and cleared
* If providing transportation, employees must have an NC or other state’s valid driver’s license, a safe driving record, and a satisfactory level of automobile liability insurance
* Negative TB Screening
* NCI Parts A and B
* Experience with a special needs population or chemically dependent adults preferred
* Valid NON-PROBATIONARY NJ or NY Driver's License (Driving is required)