Disability Support Worker

Requirements of the role & how to apply at Sarah K Reece

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Learn more at sarahkreece.com/ndis

Things I need from you

1. Resume
2. Two references
3. A cover letter or email which includes:
    - The suburb you live in
    - Your availability
    - Any particular skills you have
    - Any disabilities you are familiar with
    - If you feel comfortable to share, whatever experience you have, personally or professionally supporting people

There's an example cover letter at the end to help you get started.

Has, or is prepared to obtain

- NDIS clearance
- Working with Children Check
- Advanced First Aid
- COVID-19 training (free online)
- NDIS Orientation Module (free online)

Highly regarded

- Lived experience of disability
- LGBTIQA+ identity
- Experience caring for someone in your personal life

If you drive to clients (most of us do)

- Own car, and a current full licence
- Registered vehicle with temperature control
- Third Party Property or Comprehensive insurance, with your insurer aware you use the vehicle for work at times
- Roadside assistance coverage (such as RAA)

Example cover letter

Here's an example to show the kind of thing that helps us — plain and honest is perfect.

Hi Sarah,

I'm applying for the position of Disability Support Worker. I'm really excited about this role because previously I've worked as an independent support worker and I've found it can be isolating, especially when there are challenges. I would like to be part of a team, and I am a good team member because I like to learn from as well as support other people.

Please find my resume attached; there are 2 references at the end.

I live in Aberfoyle Park.

I'm available to work between 10am and 10pm Monday to Thursday and Saturday. On Fridays I attend study. I would prefer not to work Sundays.

I'm looking for around 15 hours of work a week.

I have my own car and full licence.

I'm great at helping people feel comfortable with me, and an excellent cook. I like to help people feel less overwhelmed and get things in order. I also really enjoy gardening and animals. I've never worked with children and I'm not confident about supporting them.

I have family and friends with Down syndrome, autism and eating disorders, so I'm familiar with supporting people with those. I have ADHD myself and use a range of tools to help me function, so I think I'll be great at helping other people with executive functioning issues to feel comfortable and try new approaches.

I was the carer for my grandmother in a live-in capacity for 2 years, until she was moved to an aged care facility. I am currently studying for my Cert 4 in Community Services, but I'm also really interested in disability because of my own experiences. I have been working as an independent support worker through Mable for six months, which I enjoy, but I am hoping to learn more about how to support people with mental health challenges. I have a sibling with an eating disorder which affected my family a lot, and there was not much support at the time. I would like to help make a difference for families dealing with things like that. I like getting to know people and I enjoy a challenge, so being able to work with different people in different locations sounds like it will suit me well.

I hope this is helpful and look forward to hearing from you.

Cheers,

Kimani