

NDIS Support Coordinator

Yaandina Community Services is the largest local provider of community services in the Pilbara. Through integrity, respect, team work, continuous improvement and innovation the dedicated staff at Yaandina focus on the needs of each of our clients to deliver the best possible service and care.

The Role

This is a fantastic opportunity to join Yaandina's Community Care Services team to provide support and coordination to our clients across all functions of the NDIS program. You will add immense value to our consumer-centric business activities and to the lives of our clients, work closely with our clients to identify their needs, personalise support and ensure that they are receiving the services required to fulfil their daily lives.

- Meeting with and engaging clients to develop and refine their goals.
- Engaging and coordinating service providers on behalf of consumers and link to relevant providers.
- Increase consumers independence and to strengthen their ability to coordinate and implement their support requirements.
- Build knowledge of local services and organisations that consumers can utilise.
- Provide high quality client service to consumers
- Strong administrative skills, ensuring accurate case notes are entered in a timely manner, while maintaining client files and statistics as directed.
- Liaise with carers, families and significant others involved in providing care, including specialist agencies and mainstream service providers.

About You

If you enjoy diversity and are in step with Yaandina's values of Integrity, Respect, Team-work and Care then this may be the role for you. Your experience working with clients of diverse, multi-cultural backgrounds and clients with complex needs will contribute to your success in the role. You will have an understanding of person-cantered care and support principles, with the ability to transition between business and client needs seamlessly. Your ability to manage priorities and multi-disciplinary cases and to interact with a wide variety of stakeholders enables you to meet the demands of this role.

The Benefits

If successful you will be rewarded with a range of benefits which include:

- A highly competitive remuneration package
- Attractive salary packaging options
- Flexible full-time working hours
- Unique culture promoting diversity and shared values
- Access to training and development opportunities

To apply, please head to Yaandina's website and click the apply now button to submit your application. Please include a copy of your updated resume and cover letter.

Yaandina is committed to providing an environment of diversity and inclusion and is a strong supporter of training and professional development.