



## Support Coordinators

Job reference 1725

- Location:** Multiple vacancies available, roles based in Kew, Carnegie, Broadmeadows, Braybrook, Cranbourne and Benalla.
- Work type:** 12-month contract with potential to extend. Full-time preferred, part-time considered
- Apply now:** At [Yooralla's website](#)
- Applications close:** Monday 10 June 2019

### About the role

As a Support Coordinator with Yooralla, you will be responsible for coordinating National Disability Insurance Scheme (NDIS) plans for NDIS participants with complex and multiple disabilities. You will support participants to implement the supports in their NDIS plan, maximising their opportunities and independence.

Responsibilities include:

- Using high-quality engagement strategies to strengthen NDIS participants' ability to navigate the NDIS, and achieve their goals.
- Linking participants to services, empowering them to co-ordinate supports to enable them to participate more fully in their community.
- Support participants to evaluate their goals and provide outcome reports to the National Disability Insurance Agency (NDIA).
- High-quality record keeping and reporting.

### About you

- Previous experience with the NDIS and in-depth knowledge of disability sector legislation.
- Highly developed communication and interpersonal skills, both written and verbal.
- Relevant experience working in human services, disability or allied health.
- Effective time management.
- Ability to build strong working relationships and establish ongoing rapport with NDIS participants, internal and external stakeholders.
- Tertiary qualifications in a relevant discipline appropriate to disability, allied health, social science or welfare practice.

### What Yooralla offers

- an attractive salary with salary packaging (tax) benefits
- flexible working arrangements
- a rewarding career in a growing service sector
- ongoing training, learning and development

- a highly experienced, collaborative and highly supportive team environment

Find out more about [working as a Support Coordinator at Yooralla](#).

View full [Position description](#)

### Does this sound like you?

To find out more about working as a Support Coordinator with Yooralla, please contact **Michelle Williamson** on **03 8574 4718** or [michelle.williamson@yooralla.com.au](mailto:michelle.williamson@yooralla.com.au).

**Want to join our team? Apply now at [www.yooralla.com.au/jobs](http://www.yooralla.com.au/jobs)**

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### Working with Yooralla

If you want a rewarding role empowering people with disability, and are committed to quality customer service, we'd love to welcome you to our team! Join Yooralla and you'll work as part of a positive and passionate team with more than 100 years' history empowering people with disability to achieve their goals. Yooralla supports Victorians with disability of all ages and needs, in their home and in the community.

As one of Victoria's oldest and largest not-for-profit disability services providers, Yooralla can provide you with a unique career path where your strengths, enthusiasm and skills are well-rewarded.

Yooralla believes in diversity, inclusion and equality and are committed to ensuring that our workplaces are a reflection of the Victorian community. We recognise the benefits that diversity and inclusion brings, and in turn encourage talented people from all backgrounds, abilities and identities to apply to our vacancies. We strongly encourage people with disability and Aboriginal and Torres Strait Islanders to apply.

**At Yooralla we are** | Customer focused | Courageous | Authentic | Accountable | Respectful | Passionate

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*All successful applicants are subject to pre-employment safety screening such as National Police Records Check (and an International Police Records check if applicable), Inherent Position Requirements Employee Declaration, Working with Children Check, Disability Worker Exclusion Scheme (DWES) Check and Reference Checks. This role is only available to Australian Residents or to those who hold the right to work in Australia. Yooralla is an equal opportunity employer.*