

Regional Support Coordinator

Division:	Support Coordination
Location:	NSW, Vic ,QLD, WA, ACT, NT
No of Vacancies:	Multiple
Employment Type:	Permanent, Full Time /Part-Time
Job reference:	ICRSC01

About the Role

Due to Rapid growth in our business we are inviting applications for the Regional Support Coordinator. We are having multiple vacancies both Full time and Part Time in different states

At MyIntegra, Regional Support Coordinator assess needs and coordinate support for NDIS participants referred to MyIntegra for Support Coordination services

Your key responsibilities as a Regional Support Coordinator includes:

- Assist NDIS participants to implement NDIS Plans
- To locate and coordinate services and supports for participants including building participant capacity. ,
- Attending plan reviews
- Writing progress, end of plan and other reports.
- Complete all necessary administration to the required standard, ensuring full compliance.
- Maintain and develop relations with NDIS representatives, disability associations/groups and other providers

About You

To be successful in this role you will need to have:

- Allied Health qualifications; or minimum Certificate IV in Allied Health/Disability/ Age care or similar.
- Your own fully insured vehicle and a full drivers' licence
- Experience working with people with a disability in the community.
- Strong communication skills
- Superior skills in developing and maintaining stakeholder relationships.
- Must be highly organised.
- Excellent report writing skills
- Experience using case management software and Microsoft suite of products

About Us

MyIntegra provides Support Coordination and Plan Management to people with a disability, their families and carers. We have been operating since the National Disability Insurance Scheme (NDIS) rollout in 2016, championing empowered living for people with disability. We provide independent and unbiased support to NDIS participants looking for possibilities to maximise their plan and supports. Based in Australia and operating across all states, we offer best-in-class tools and technologies to help tens of thousands of people securely manage their disability budgets. Dedicated to continuous improvement and accountability, MyIntegra is an NDIS-registered provider with ISO accredited certification for the 'Provision of Disability Support Services' (ISO 9001:2015). We deliver our services in alignment with the National Disability Standards and are a proud member of the peak industry body, Disability Intermediaries Australia (DIA).

We Offer

- A flexible, supportive, and friendly team environment
- Ability to work from home
- The opportunity to help people with disability live independent and fulfilling lives.
- Ongoing training, and professional development opportunities
- An attractive salary

Application Process

If you have the energy and passion for this exciting role, please send us your resume with a cover letter to careers@myintegra.com.au with a subject line "Application for the Regional Support Coordinator" indicating your state preference.

Successful applicants will be required to undergo a NDIS Worker Screening Check and Employment reference check.

*MyIntegra embraces **DIVERSITY** and is an equal opportunity employer. MyIntegra welcomes applications from candidates of diverse backgrounds, including Aboriginal and Torres Strait Islander people and People with disability are also encouraged to apply.*