## Title:

NDIS Local Area Coordinator

## Type:

Full Time

## Hours per week:

38 hours per week

## Location:

*Port Macquarie NSW*

## For more information:

Cath McAuley, Head of Marketing, 02 xxxx xxxx

## Short description

This position plays a pivotal role in supporting people with disability, their families and carers and the broader community to ensure people with disability are included and valued, are able to participate in and contribute to community life, and are connected to the resources, services and supports they need to achieve their goals.

## Who we are looking for:

Successful applicants for this position, will be people who:

* are friendly, kind and positive people, with a can-do attitude.
* not only want to meet expectations, but want to exceed them.
* are highly organised, efficient and effective.
* are passionate about inclusion and capacity building, and the National Disability Insurance Scheme.

## About the Local Area Coordination Service

Blue Sky Community Services is delivering the National Disability Insurance Scheme (NDIS) Local Area Coordination Service (LAC) in partnership with the National Disability Insurance Agency (NDIA). Our team provide Local Area Coordination services across the five Local Government Areas of Coffs Harbour, Bellingen, Nambucca Heads, Kempsey and Port Macquarie.

The Local Area Coordination service:

* supports eligible people with disability to access the NDIS and to implement their NDIS plan
* assists NDIS participants, their families and carers to identify and pursue goals that enable participants to live a good life
* builds the capacity of participants, their families and carers to exercise choice and control, and to manage their NDIS plan and lives as independently as possible
* builds the capacity of people with disability who are not eligible for the Scheme, their families, carers and broader circles of support to generate options and implement solutions, and to access other services and supports within the broader service system and community
* builds community capacity for greater inclusion of people with disability, and creates and utilises beneficial linkages within the community to expand options and possibilities for people with disability.

## We are an inclusive employer (text applies to every post)

We believe that the makeup of our workplace should reflect the diversity of the communities we work within. We therefore strongly encourage people with diverse backgrounds and cultures, and people who have lived experience of disability, to apply to work with us.

We want you to bring your best self to this application process. If you feel you may require an adjustment during the recruitment process, please contact our Inclusive Communities Manager at [melaniejacobs@bluesky.org.au](mailto:melaniejacobs@bluesky.org.au) or (02) 6651 1788 to discuss.

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## How to apply (applies to every post)

* To apply for this position, applicants must complete the online application form (which includes uploading of a CV) by following the link below.
* The form does not have to be completed in one go, it can be saved and returned to for continuation and completion.
* Upon submission of the application form an acknowledgment email will be sent to the applicant, which includes a copy of the completed form.

Please note that applications that are received after the closing date and time will not be considered.

## Supporting materials

## (uploads by Blue Sky for the job prospect to download)

Apply Now (button)