



DSP Conditions of Employment

A **Direct Support Professional (DSP)** is someone who works directly with people who have intellectual or developmental disabilities. DSPs aim to assist people in realizing their full potential. They help people become integrated and engaged in their community.

Requirements and Qualifications:

- Minimum high school diploma or GED equivalent
- Valid driver's license
- A reliable vehicle in good working order with current registration, insurance, and state inspection
- A current email address to set up your direct deposit information and for agency communication
- Must be willing to check Teams, work email and enter electronic documentation daily.
- CPR/First Aid certification (can be obtained in training)
- Pass state background check (WV cares)
- Dependable and reliable to work scheduled shifts.
- Comfortable working independently and can consistently make good judgments that benefit the client
- Flexible, with a keen ability to handle stress well
- Friendly disposition with a positive 'can-do' attitude
- Computer literate and technologically savvy
- Experience with tracking and recording information
- Enjoy working with developmentally disabled individuals to improve their quality of life
- Can quickly manage stressful situations responsibly and effectively
- Strong interpersonal skills and passionate about helping those in need

What to bring to New Hire Training:

- Your high school diploma or GED equivalent
- Your valid driver's license
- Your social security card (or birth certificate)
- Your vehicle's current registration, insurance, and state inspection
- CPR/First Aid certification (or be prepared to be trained)
- Banking information such as a voided check or official documentation from your financial institution along with a current email to use in ADP to set up direct deposit