

This is a list of the minimum job requirements HappinessFirst needs to onboard any new staff members.

- We require all staff to provide completed certificates of the following NDIS e Learning modules; Worker Orientation Module, Supporting Effective Communication, Supporting Safe and Enjoyable Meals and new worker NDIS module. The eLearning modules are found here - <https://training.ndiscommission.gov.au/>
- Current First Aid and CPR certificates.
- A current working with children check. If you don't have one, here is the link to start the process. <https://service.vic.gov.au/services/working-with-children>
- A NDIS Screening check. If you don't have one, here is the link to start the process. <https://www.service.vic.gov.au/services/national-disability-insurance-scheme>
- A reliable car and insurance (If part of your role is to transport participants)
- All other certificates directly related to your role
- Note that some professions like OTs, SPs have further requirements. These will be discussed with you if required.