

Inclusion Consultant

Team	Inclusion
Location	State-wide

Purpose

The purpose of this position as an Inclusion Consultant is to provide quality supports and services to autistic people and their communities to ensure participation and quality of life.

Responsibilities

- Deliver high quality supports to clients, customers and other stakeholders through direct service delivery and consultation.
- Provide training, education programs, and information for clients, customers and families.
- Establish and maintain effective collaborative relationships with relevant stakeholders.
- Prepare and maintain progress notes, data and records of assessment, observation, reports as required.
- Promote and disseminate information about AQ services and supports through stakeholder meetings, external forums, and internal meetings.
- Contribute to the development of resources for clients, customers and families.

Key Performance Indicators (KPIs)

- Implementation and effective support of evidence-informed practice in the professional delivery of services and supports.
- Understanding and knowledge of legislation and standards relevant to sector partners, customers, and clients (e.g. NDIS, curriculum and guidelines, Australian legislation and

standards, universal design principles and benchmarks or guidelines) demonstrated through service delivery.

- Positive feedback received from stakeholders that indicates individualised, flexible and quality services have been provided.
- Evidence of appropriate information/data collection, completion of reports and other documentation as required.
- Consistent delivery of direct service hours commensurate with experience and requirements of the role.
- Attendance at and active participation in all required meetings.
- Strategically approaches development and improvement of AQ services in alignment with AQ's Vision, Mission and Values.

Requirements

Qualifications:

- Tertiary qualification in education, therapy, psychology, social work or other relevant inclusion and diversity fields, e.g. access consulting.
- Current registration or eligibility for registration with the relevant Professional Board or Association in Queensland.

Experience:

- N/A.

Skills knowledge & capabilities:

- Demonstrated ability, experience and understanding in contemporary methodologies, autism, neurodiversity and disability.
- Demonstrated understanding of Australian legislation (e.g., Disability Discrimination Act) and relevant Australian Standards.
- High level verbal, written and interpersonal communication skills.

- Ability to present to different audiences adapting information and delivery to the audience.
- Proven ability to work autonomously, under direction and collaboratively as a member of a team.
- Effective time management and organisation skills with intermediate computer skills.

Additional requirements:

- Capacity to work outside of standard business hours, evenings and occasional weekend work, to deliver services and supports relevant to the service.
- NDIS Worker Screening Clearance.
- Current open driver's license.
- May be required to use own vehicle for work purposes when an AQ pool vehicle is not available.
- Occasional intrastate travel and out of normal hours work.
- Current, recognised Provide First Aid including CPR qualification.
- Certificate of Completion in NDIS Worker Orientation Module "Quality Safety and You".

Last Reviewed

13/06/2025