

Our Principles

Empowering people with intellectual disability to exercise their rights and meet their social responsibility.

Providing services within a culture of continuous improvement and learning.

Maximising independence, ensuring informed choice and improving quality of life for all clients while fully meeting the obligations of duty of care.

Maintaining ethical standards to ensure social responsibility.

Promoting the interests of people with intellectual disability by working together with clients, their families, carers, advocates, government and other organisations within the community.

What does Minda do?

Established in 1898, Minda is a not for profit organisation that provides a wide range of services and supports to approximately 1,100 people with an intellectual disability and their families.

Our principal value is RESPECT:
for the people we work with, for the people we work for and their rights and responsibilities.

We Can Do It

The South Australian Government Interpreting and Translating Centre provides a wide range of interpreting services.



For further information please contact:

Phone: +61 8 8226 1990

Fax: +61 8 8226 1992

www.translate.sa.gov.au

The provision of employment assistance services to people with intellectual disabilities is funded by the Australian Government under the Disability Employment Assistance Program.



Government of South Australia
Department for Families and Communities

Minda Incorporated

King George Avenue
Brighton, SA 5048

Phone: 8422 6200

Fax: 8422 6330

www.mindainc.com.au



Employment Opportunities at Minda



We Can Do It

■ Inclusion ■ Respect ■ Choice

We Can Do It

Employment Opportunities at Minda

How do I apply for a job at Minda?

The most efficient way to register your interest for a position at Minda is to complete a covering letter and forward it with a copy of your resume to recruitment@minda.asn.au or post to PO Box 5, Brighton, SA 5048

Information for Applicants

Appointment is based on merit. Merit is determined through a detailed selection process consisting of:

- Application
- Interview
- Pre-employment Functional Capacity Evaluation (health assessment) to ensure that your physical capabilities match those required of the job
- Current Police Clearance (applicable to all Minda Incorporated employees)
- Reference checks

Developmental care workers (DCW) work on shifts and support clients with activities of daily living in the place where they live; on campus at Brighton and in a variety of houses and flats in the south-western suburbs of Adelaide.

Vocational Services Officers (VSO) support clients in their workplaces or day activities; some in manufacturing and packaging facilities at Lonsdale and Brighton, others work on site at Brighton.

Further opportunities for employment are available for registered and enrolled nurses, cleaners, speech pathologists, other allied health care workers, and administrative positions. These may offer both full and part-time options. Minda is an equal opportunity employer.

Benefits of Working at Minda

Training at Minda Incorporated

Minda is a Registered Training Organisation (RTO), which means it is authorised to deliver nationally recognised training in Community Services:

- Certificate III Disability Work
- Certificate IV Disability Work

Minda Incorporated offers an onsite EFM gymnasium, Aquatic Centre, Isabel's cafeteria, salary packaging arrangements and on-site car parking, all within walking distance to the beach....

Student Placements

We also make provision for students undertaking disability studies or aged care (Certificate III and IV or diploma or degree) and can provide opportunities for work experience and placements.

Benefits to you

- Learning opportunities
- Improve and develop new skills
- Gain satisfaction
- Make a vital and significant contribution to the community
- Feel part of the team

How do I obtain a student placement at Minda?

Contact Human Resources on:

- Ph** 8422 6218
- Email** recruitment@minda.asn.au
- Post** PO Box 5, Brighton, SA 5048

Alternatively, become a Volunteer

Volunteer work at Minda has many advantages.

- You will get a better understanding of the work involved in a developmental care role and to clarify your career goals
- As a volunteer you can access nationally recognised Certificate III & IV, Disability Work training onsite at employee discounted rates
- As a volunteer you will have opportunities to apply for job vacancies as they arise.

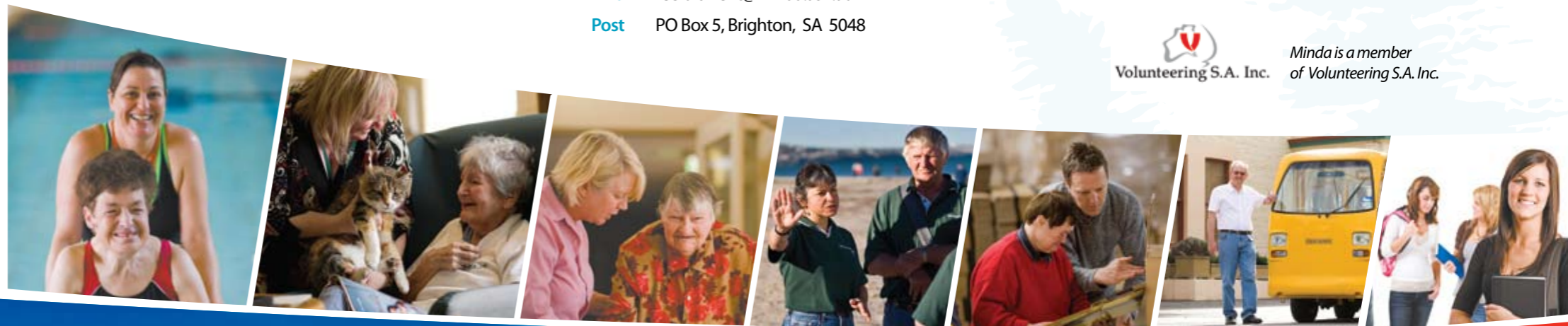
How can I become a Volunteer?

If you are interested in Volunteering with Minda please contact the Volunteer coordinator on:

- Ph** 8422 6244
- Fax** 8422 6330
- Email** volunteers@minda.asn.au
- Post** PO Box 5, Brighton, SA 5048



Minda is a member of Volunteering S.A. Inc.



Together, we can do it.

We Can Do It