

Albury Wodonga Aboriginal Health Service Inc

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89-90 Rowan Street, Wangaratta, VIC, 3677

POSITION DESCRIPTION

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| Position Title: | Men's Health Coordinator |
| Reports To: | Chief Executive Officer |
| Term of Employment: | As per employment contract |
| Award: | Nurses Award 2010 or Aboriginal Community Controlled Award 2010, depending upon qualifications |

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| Position Approval Updated: 4/2/19 | Approved: David Noonan Date: 4/2/19 |
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ORGANISATION

Albury Wodonga Aboriginal Health Service Inc. (AWAHS) is an Aboriginal Community Controlled Health Organisation. AWAHS provides first class Primary Health Care Services to the Aboriginal community who reside in Albury / Wodonga and surrounding areas. As a Bulk Billing Health Service there is no charge to our clients for the medical services provided.

VISION STATEMENT

To provide comprehensive quality health and family services based on respect for Aboriginal Culture.

POSITION PURPOSE

The Men's Health Coordinator is responsible for coordinating a culturally appropriate health program for men across the AWAHS catchment area. The aim of this program is to improve the standard of health of Aboriginal and Torres Strait Islander people through the provision of culturally valid, holistic primary health care services.

This position will work predominantly with male clients and is responsible for supporting the delivery of effective patient screening, assessment and follow up services.

To achieve this, the position will need to work with the AWAHS clinic and services (Mental Health, AOD, Social and Emotional Wellbeing (SEWB) team, Child and Family Health team and the Medical and Dental teams).

RELATIONSHIPS

Supervision

The position reports directly to the Chief Executive Officer of AWAHS

Internal

The Men's Health Coordinator will work collaboratively with all other team members of AWAHS.

External

The Men's Health Coordinator will be expected to liaise with key stakeholders who are involved with issues affecting our local Aboriginal community. The liaison will also include other local Aboriginal Organisations.

DUTIES OF THE POSITION

- Use Communicare (patient information system) to identify care needs through follow up recalls and NKPI's and document patient consultation.
- Work as a member of the clinical team to screen treat or refer patients.
- Develop and maintain program management strategies to ensure optimum service delivery in addressing Men's health in particular including any sexual health needs.
- Work as a member of the multidisciplinary team to support the processes of health screening for healthy men's screening 715 for all ages.
- Work closely with clinical and program teams of AWAHS to support improved care planning, compliance and continuity of care.
- Give advice to clients about healthier lifestyle choices re substance use and abuse and benefits of physical activity.
- Provide education/information about managing risk factors relating to Men's Health.
- Plan and provide health education and health promotion programs for Men with other members of the multidisciplinary teams.
- Network, communicate and collaborate with other people, groups, NGO's and government agencies/programs.
- Represent the organization at workshops and conferences.
- Supply a bi-monthly report to the Board on all activities and progress with Men's Health

SELECTION CRITERIA

Essential

1. Qualification to enable registration as a Registered Nurse with the Nursing & Midwifery Board of Australia, or hold a Certificate III or higher in Aboriginal and/or Torres Strait Islander Primary Health Care or equivalent.
2. Current registration with Australian Health Practitioner Registration Agency (AHPRA)
3. Demonstrated knowledge in the principles of Aboriginal and Torres Strait Islander primary health and associated skills to perform assessments, plan and implement health care strategies.
4. Ability to develop community based primary health care programs.
5. Excellent interpersonal skills to achieve a friendly and co-operative work environment.
6. Experience in the use of computerised Patient Information and Recall Systems to effectively record patient data.
7. Current Class C drivers licence and NSW Working with Children Check
8. Current CPR certificate
9. AWAHS considers that being a male, Aboriginal or Torres Strait Islander, is a genuine occupational qualification under s 14 of the Anti-Discrimination Act 1977 (NSW).

Desirable

- Experience working in an Aboriginal Community Controlled service.

Employment Prerequisites

1. Undertake National Police Records Check

DECLARATION

As the incumbent of this position, I have noted this Position Description and agree with the contents therein. I understand that other duties may be directed from time to time.

I also agree to strictly observe the AWAHS policy on confidentiality of patient information or such sensitive information that I may come across in the course of my employment.

Incumbent:

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Signature: