



Albury Wodonga Aboriginal Health Service Inc

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Level 4 111- 113 Hume Street, Wodonga, VIC, 3690

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POSITION DESCRIPTION

Position Title:	Aboriginal Health Worker - Social Emotional Wellbeing Support Worker (SW) – Part time (16hours)
Reports To :	Program Manager
Term of Employment:	12 months
Award:	Aboriginal Community Controlled Health Services Award 2010
Salary:	As per contract

Position Approval Updated: Last updated:	Approved: Date:
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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 SW will be responsible for receiving and managing all Social Emotional Wellbeing (SEWB) referrals.
- Promoting a client focused approach to engaging with family, carers and clients affected by issues.
- The SW will make contact with all new referrals and ensure contact is maintained with existing clients.
- The SW will work closely with the other SEWB program areas to ensure continuity of service is provided to clients.

- SW will be supported to work towards increasing access to Mental Health Services within the local Aboriginal community.

RELATIONSHIPS

Supervision

The position reports directly to the SEWB Programs Manager of AWAHS

Internal

The SW will work collaboratively with all other team members of AWAHS.

External

The SW will be supported to liaise with clients, key stakeholders who are involved with Mental Health issues affecting our local Aboriginal community and other local Aboriginal Organisations.

DUTIES OF THE POSITION

Clinical Service Provision

The SW will be supported to:

- Assess the support needs to Aboriginal persons and their families.
- Make contact with all new SEWB client and maintain contact with all existing clients
- Provide outreach support to people with complex care needs.
- Ensure access to mainstream and specialist services for Aboriginal people.
- Participate in the planning, implementation, and provision of group options.
- Provide discipline-specific input to the team's work and to other programs within the Service.
- Liaise with a range of clinical, community groups and agencies with a view to improving the provision and co-ordination of a broad range of services to the target group.
- Provide referrals to appropriate internal and external services.

Community Development/Health Promotion

The SW will be supported to:

- Participate in the development of community work projects and programs designed to enhance the community's ability to respond to the needs of Aboriginal people.
- Liaise with mainstream and specialist service providers to ensure effective service delivery and continuity of care for the Program's clients.
- Provide community education, awareness and prevention programs in social and emotional health.

Administrative

The SW will be supported to:

- Maintain accurate client and program records and statistics as required.
- Actively uphold the AWAHS philosophy, policies and procedures.
- Participate in the ongoing development and implementation of policies which are sensitive to the identified health needs and concerns of Aboriginal people/communities and which reflect the principles of social justice and equity, by consultation, participation and advocacy in appropriate forums.
- Maintain confidentiality.

- Contribute to the development and maintenance of a supportive environment within the team.
- Participate in the evaluation of the Program's services and group activities.
- Work in accordance with the EEO, OH&S, Code of Conduct and safe working practices, policies and procedures of the Albury Wodonga Aboriginal Health Service.

Professional

- Accept personal responsibility and be accountable for professional practice.
- Participate in performance appraisal and supervision processes.
- Maintain professional skills and knowledge via appropriate staff development activities.
- Demonstrate excellent communication skills in recording and reporting information to the multidisciplinary team.
- Participate in quality improvement activities.
- Work as part of a team and actively participate in staff meetings.
- Participate in research activities including the compilation of daily and monthly statistics on the services provided as required.

Mandatory Requirements

- Comply with the Mental Health Act.
- Comply with the NSW Department of Community Services mandatory child protection reporting regulations.

ORGANISATION CHART

Refer to attached AWHS Organisational Chart.

SELECTION CRITERIA

Essential

- Must be of Aboriginal and/or Torres Strait Islander descent (NB applicants race is a genuine occupational qualification and is authorised by Section 14 of the Anti-Discrimination Act 1977, NSW).
- Demonstrated Knowledge and understanding of Aboriginal and Torres Strait Islander cultures and have established links with the local community.
- Be able to communicate effectively with the local Aboriginal community in a non discriminative and professional manner
- Demonstrated knowledge of current health issues relevant to Aboriginal & Torres Strait Islander communities.
- Willingness and commitment to work effectively as part of a multi-disciplinary team and deliver services to the whole community.
- Current Drivers Licence

Desirable

- Have well developed interpersonal skills, the highest standards of personal integrity and excellent time management skills.
- Understanding of the relevant legislation including the Mental Health Act.

- Proven computer skills.
- Knowledge of enhanced primary health care.
- Proven experience in program development and implementation.
- Have a clear Criminal Record and Working with Children Check.

Declaration

I acknowledge that I have read the Position Description and understood its contents and agree to work in accordance with the requirements of the position. I understand and accept that I must comply with the policies and procedures of the Albury Wodonga Aboriginal Health Service Inc.

Surname: _____ Given Names: _____

Signature: _____ Date: _____