DEPARTMENT OF HEALTH

Statement of Duties

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| **Position Title:** | Creative Arts Worker |
| **Position Number:** | 512908 |
| **Classification:** | General Stream Band 5 |
| **Award/Agreement:** | Health and Human Services (Tasmanian State Service) Award |
| **Group/Section:** | Hospitals South – Women’s, Adolescents and Children’s Services  Youth Health |
| **Position Type:** | Permanent, Part Time |
| **Location:** | South |
| **Reports to:** | Manager Youth Health Service (South) |
| **Effective Date:** | July 2023 |
| **Check Type:** | Annulled |
| **Check Frequency:** | Pre-employment |
| **Essential Requirements:** | Current Working with Children Registration.  *\*Registration/licences that are essential requirements of this role must remain current and valid at all times whilst employed in this role and the status of these may be checked at any time during employment. It is the employee’s responsibility to ensure that registration/licences remain current and to advise the Employer if their circumstances change. This includes notifying the Employer if a registration/licence is revoked, cancelled or has its conditions altered.* |
| **Desirable Requirements:** | Degree or diploma in Fine Art, Music, Performing Arts or equivalent industry experience.  Current Driver’s licence |

NB: The above details in relation to Location, Position Type and Work Pattern may differ when this position is advertised – please refer to these details within the actual advert. The remainder of the content of this Statement of Duties applies to all advertised positions.

### Primary Purpose:

As part of a multidisciplinary team providing high quality health and wellbeing services to young people in the area of primary prevention and early intervention, the occupant:

* Works with diverse individuals and groups of young people aged 12-24 years to promote health and wellbeing via creative arts and media.
* Facilitates arts/health/support programs in collaboration with the Youth Health Team and other internal and external service providers.
* Develops strategies for implementing and supporting creative health promotion and cultural development activities in collaboration with young people and other key partners.
* Works in conjunction with the Manager, Clinical Lead and other members of the Youth Health team.

### Duties:

1. Identify, develop, facilitate, and coordinate appropriate creative arts-based projects and activities with young people, that lead to the engagement of health promotion activities, digital literacy, community engagement, and individual capacity building.
2. Deliver high quality services to young people with particular regard to principles of access and equity. This involve engaging with vulnerable young people including those from diverse cultural backgrounds, from the LGBTIQ+ community, young people in care and those experiencing social and economic disadvantage.
3. Work as a member of a multidisciplinary team and in collaboration with other professionals, agencies, and community groups to share ideas, follow creative direction and match campaign objectives.
4. When working in schools consult with and involve staff in the implementation of access and programs for clients within the school community including offering advice/recommendations and adapting program approach to the different needs and preferences of the client cohort.
5. Encourage and involve young people in maintaining and planning for an accessible creative arts environment. This includes setting up a reference group consisting of young people, program participants and staff to. ensure participation and contribution to a youth friendly, youth centred approach with a valuable sense of ownership for the programs by its users.
6. Manage available resources and promote a collaborative, safe use and maintenance of equipment for a creative working environment.
7. Develop work instructions and relevant documents to support the implementation and ongoing management of youth art-based projects and objectives.
8. Actively participate in and contribute to the organisation’s Quality & Safety and Work Health & Safety processes, including in the development and implementation of safety systems, improvement initiatives, safeguarding practices for vulnerable people, and related training.
9. The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications and experience normally expected from persons occupying positions at this classification level.

### Key Accountabilities and Responsibilities:

The Creative Arts Worker is directly responsible for providing high quality services and support to young people aged 12-24 years in line with agency policy, legislative requirements, and strategic directions. The occupant:

* Provides appropriate and timely service delivery within designated resources and service priorities.
* Promotes a positive image of the Youth Health Service.
* Ensures efficient and effective use of resources, including collaboration with other members of the Youth Health Service
* Works with a considerable amount of autonomy when working offsite and at times this will require the ability to work with school staff in line with Department for Education, Children and Young People policies as well as Department policy.
* Champions a child safe culture that upholds the National Principles for Child Safe Organisations. The Department is committed to the safety, wellbeing, and empowerment of all children and young people, and expect all employees to actively participate in and contribute to our rights-based approach to care, including meeting all mandatory reporting obligations.
* Where applicable, exercises delegations in accordance with a range of Acts, Regulations, Awards, administrative authorities and functional arrangements as mandated by Statutory office holders including the Secretary and Head of State Service. The relevant Unit Manager can provide details to the occupant of delegations applicable to this position.
* Complies at all times with policy and protocol requirements, including those relating to mandatory education, training and assessment.

### Pre-employment Conditions:

*It is the Employee’s responsibility to notify an Employer of any new criminal convictions during the course of their employment with the Department.*

The Head of the State Service has determined that the person nominated for this job is to satisfy a pre‑employment check before taking up the appointment, on promotion or transfer. The following checks are to be conducted:

Conviction checks in the following areas:

* 1. crimes of violence
  2. sex related offences
  3. serious drug offences
  4. crimes involving dishonesty

1. Identification check
2. Disciplinary action in previous employment check.

### Selection Criteria:

1. Contemporary knowledge of primary health care principles and issues relating to youth and family, particularly participation and engagement, and demonstrated ability to work positively and effectively with diverse, at-risk groups of young people.
2. Ability to initiate, develop, facilitate, and coordinate creative arts-based projects and activities with and for young people including proven ability to provide a responsive and flexible service to young people as part of a multidisciplinary team.
3. Demonstrated high level communication and interpersonal skills particularly relating to young people, other stakeholders, working in health promoting ways and presenting written material in a clear and concise manner.
4. Knowledge of contemporary technologies related to arts-based projects and demonstrated ability to oversee maintenance of equipment.
5. Knowledge of the commitment to research-based practice and continued quality improvement.
6. Understanding of risk, Work Health and Safety and the ability to work autonomously and manage own time.

### Working Environment:

The Department of Health is committed to improving the health and wellbeing of patients, clients and the Tasmanian community through a sustainable, high quality and safe health system. We value leading with purpose, being creative and innovative, acting with integrity, being accountable and being collegial.

The Department of Health is committed to improving the way we work with vulnerable people, in particular implementing strategies and actions to promote child safety and wellbeing, empower, and prevent harm to children and young people.

The Department upholds the *Australian Charter of Healthcare Rights* in our practice and is committed to the safeguarding and protection of the welfare and rights of all people, particularly those that may be at risk of abuse, neglect, or exploitation. We place emphasis on the provision of culturally safe, respectful, and inclusive care that is responsive to diverse needs.

The Department seeks to provide an environment that supports safe work practices, diversity and respect, including with employment opportunities and ongoing learning and development. We value the diverse backgrounds, skills and contributions of all employees and treat each other and members of the community with respect. We do not tolerate discrimination, harassment or bullying in the workplace. All employees must uphold the *State Service Principles* and *Code of Conduct* which are found in the *State Service Act 2000.* The Department supports the [Consumer and Community Engagement Principles](http://gormpr-cm01/pandp/showdoc.aspx?recnum=P19/000365).