

AOD COUNSELLING AND ASSESSMENT WORKER POSITION DESCRIPTION

ALCOHOL AND OTHER DRUG PROGRAM

SOUTHERN REGION

At Anglicare Victoria our focus is on transforming the futures of children, young people, families and adults. Our work is based on three guiding pillars: Prevent, Protect and Empower.

We strive to create an environment where employees feel valued and rewarded.

By living the Anglicare Victoria values and actively fostering fairness, equality, diversity and inclusion, our people make Anglicare Victoria a truly great place to work.

So come and join us at Anglicare Victoria where there is a rewarding career ready for you in a dedicated, professional team where respecting each other; leading with purpose; working together; and creating a positive difference are valued, and learning and creativity are encouraged.



Position details

Position	Alcohol and Other Drugs, Family Reunification Clinician
Program	Alcohol and Other Drugs
Classification	SCHADS Award Level 6 (Social Worker Class 3) (Classification will be dependent on qualification and years of experience within the relevant field consistent with the SCHADS Award)
Hours	Part Time 0.9FTE (0.8FTE also considered)
Hours per week	34.2 hours per week
Duration	Ongoing
Fixed term end date	
Location	Southern Region – Frankston
Reporting Relationship	This position reports directly to the AOD Team Leader
Effective date	January 2022

Overview of program

Anglicare Victoria are partnered with the TaskForce Community Agency and Windana to provide high quality Alcohol and Other Drug services including Assessment, Counselling, Care & Recovery Coordination and Non Residential Withdrawal Services across the Frankston and the Mornington Peninsula.

The Family Reunification Program provides counselling, consultancy and continuing care to:

- Parents whose children are subject to Family Reunification Order.
- Children who are impacted by the Family Reunification process.
- Work in collaboration with Child Protection from a shared care approach.
- Assessment and ongoing treatment for parents, their children and family members from a Family Therapy model.

Position Objectives


1.	Reduce alcohol and drug (AOD) use related harms to individuals and their families, working towards goals of Family Reunification for children and their carers
2.	Increase individuals capacity to effectively manage the problems they are experiencing associated with AOD.
3.	Improve health, well-being and family relationship outcomes for consumers with substance use issues.
4.	Assist in the provision of skills to prevent relapse and support the acquisition of knowledge, skills and motivation to initiate change and retain it over the long term.
5.	Respond appropriately to co-morbidity of substance problems and mental health problems.
6.	Providing responsive, integrated and coordinated care to consumers of AOD services

Key responsibilities

The key responsibilities are as follows but are not limited to:

1.	Providing high quality engagement, assessment, treatment and care and recovery support services to individuals and their families, through evidence-based, therapeutic counselling and group work.
2.	Assess the needs and identify any risks to vulnerable children, working with their parents and families to develop safety plans and work collaboratively with Child Protection on the Family Reunification Plan.
3.	Provide care and recovery coordination for clients, including by outreach where required and contribute effectively to the clinical review process, including presenting assessments and making recommendations for appropriate treatment.
4.	Developing treatment plans and provide effective AOD counselling interventions to meet the individual needs of clients and their families, including those with complex needs, incorporating the Best Interests principles for children.
5.	Develop strong community and sector connections to support improved coordination of supports, service planning, delivery and review.
6.	Build on and maintain referral and feedback pathways with local General Practitioners, Mental Health Services, Residential Detoxification and Rehabilitation Services and other Health, Welfare and AOD providers.
7.	Maintain high quality case records, reports and data recording as per program requirements.
8.	To make a commitment to and actively participate in regular supervision with the Team Leader as required by the Anglicare Victoria supervision policy.

Key Selection Criteria

 <p>Role Specific</p>	<p>1. Tertiary qualifications in a relevant discipline (Psychology, Social Work, Social Science, Counselling) and specifically a minimum of a Cert IV in AOD or Post Graduate Certificate in AOD, including Dual Diagnosis competencies or a minimum 2 years in the AOD sector.</p>
	<p>2. Highly developed knowledge, experience and practice in models of contemporary counselling approaches in the alcohol and drug field.</p>
	<p>3. Experience in working with children and families and complex clients, including undertaking assessment, counselling, care coordination, development of Individual Treatment Plans and discharge planning.</p>
	<p>4. Highly developed communication and conflict resolution skills and the capacity to develop collaborative and productive working relationships with internal and external service providers and stakeholders.</p>
	<p>5. Good computer, organisational and time management skills and the ability to be self-directed, whilst working within a team.</p>

Occupational health & safety (OHS)

Anglicare Victoria is committed to ensuring the health and safety of its employees and any other individuals present in our workplaces.

In achieving and maintaining workplace health and safety, Anglicare Victoria will apply best practice in OHS in accordance with statutory obligations at all times.

All Anglicare Victoria employees, contractors and volunteers are required to:

- take reasonable care for their own health and safety and for that of others in the workplace by working in accordance with legislative requirements and the company's OHS policies and procedures
- take reasonable care their actions or omissions do not adversely affect the health and safety of themselves and others
- cooperate with any reasonable directions, policies and procedures relating to health and safety in the workplace
- report all injuries, illness or 'near misses' to their Supervisor or Manager
- participate in relevant health and safety training based on roles and responsibilities
- as required, participate in the development and implementation of specific OHS hazard and risk management strategies.

In addition to the above, positions with supervision or management responsibility are required to ensure a safe and healthy work environment for all employees, clients, contractors and visitors. This can be achieved by ensuring all people are aware of and have access to OHS policies, procedures, training and reporting systems

Cultural Safety in the Workplace

Anglicare Victoria recognises the important and unique contribution Aboriginal and Torres Strait Islander employees make by bringing their unique skills, knowledge and experience to the workplace. They also contribute important insight into how Anglicare Victoria can provide for and engage with Indigenous clients and communities more effectively.

Our Reconciliation Action Plan (RAP) and Workforce Strategy outlines Anglicare Victoria's commitment to leading and facilitating sustainable employment, training, retention and career development opportunities for Aboriginal and Torres Strait Islanders people.

Conditions of employment

- Salary and conditions are in accordance with the Social, Community, Home Care and Disability Services Industry Award (SCHADS) 2010. Salary packaging is offered with this position.
- All offers of employment at Anglicare Victoria are subject to a six month probationary period. The staff member will be asked to participate in an annual performance review linked to objectives set out for the position.
- All offers of employment are subject to a satisfactory Criminal History Check, a current Driver's License and an Employment Working with Children Check prior to commencement.

Please note that on Friday 7 October 2021 the Victorian Government's Chief Health Office issued COVID-19 Mandatory Vaccination (Workers) Directions. As an Employer AV is required to comply with the terms of these Directions

AV employees are required to either: (depending on the date of the advertisement)

- Be fully vaccinated (First and second vaccination) by 26 November 2021 to work outside of their ordinary place of residence or have a medical exemption
- Please be aware that in order to perform this role you will be required to adhere to the Directions issued by the Chief Health Officer and provide evidence of your vaccination status in order to perform the inherent requirements of this role.

Acceptance of Position Description requirements

To be signed upon appointment

Employee

Name:

Signature:

Date:
