

AOD CLINICIAN – COUNSELLING & ASSESSMENT AOD & YOUTH SERVICES WESTERN 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	AOD Clinician – Counselling & Assessment
Program	AOD & Youth Services
Classification	SCHADS Award Level 5 (Social Worker Class 2) (Classification will be dependent on qualification and years of experience within the relevant field consistent with the SCHADS Award)
Hours	Full Time
Hours per week	38
Duration	Fixed Term
Fixed term end date	Full-time, parental leave position until December 2021
Location	Werribee (potential for some flexible work arrangements)
Reporting Relationship	This position reports directly to the AOD Team Leader & Program Manager
Effective date	February 2021

Overview of program

The AOD counselling and assessment clinician works within a dynamic AOD & Youth Services team who are part of the South West Melbourne AOD catchment and work extensively with other specialist external stakeholders. The aim of the program is to ensure integrated catchment wide planning and service provision. This position works within the Catchment to ensure a consistent catchment-wide response to clients requiring AOD treatment and support. The role works in an integrated and coordinated fashion with AOD service streams (Intake and Assessment, Counselling, Care Coordination, Non Residential and Residential Withdrawal, Residential Rehabilitation and Youth services) as well as related sectors to provide an integrated catchment wide service response.

Position Objectives

The purpose of this position is to reduce AOD related harms to individuals and their families by conducting assessments and providing a range of counselling interventions to assist clients and their family members to change harmful behaviours, increase their capacity to effectively manage the problems they are experiencing associated with AOD use and promote recovery. Ultimately this role will assist in the provision of skills to prevent relapse and support the acquisition of knowledge, skills and motivation to initiate change and maintain it over the long term and improve quality of life.

This position plays a critical role in the provision of effective AOD treatment through comprehensive assessments and counselling including linking clients and their families to other appropriate service types and supporting the provision of holistic, wrap-around services, according to the complexity of client and family needs within a recovery focused framework.

1.	Provide high quality engagement, assessment, treatment and support services to both community based and forensic clients through evidence-based, therapeutic counselling and group work.
2.	Assist clients to develop insight into their thinking and behaviour in order to help them make and sustain positive changes.
3.	Develop treatment plans and provide effective counselling interventions to meet the individual needs of clients, including those with complex needs, and their families.

Key responsibilities

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

1.	Provide high quality engagement, assessment, treatment and support services to individuals and their families, via evidence based, therapeutic counselling and group work using best practice principles including Family Inclusive Practice and Dual Diagnosis principles.
2.	<p>Conduct comprehensive assessments including:</p> <ul style="list-style-type: none"> a. Ascertaining information on substance abuse, history, mental health and risk. b. Determining if a client is of standard or complex nature c. Utilising the assessment tool. d. Arrange further assessments and secondary consults if required. e. Presenting assessments at weekly clinical review, making recommendations on risk, priority and treatment plans.
3.	<p>Develop treatment plans and provide effective counselling interventions to meet the individual needs of clients, including those with complex needs, and their families. These interventions may include:</p> <ul style="list-style-type: none"> a. Assisting clients to identify their substance use triggers and high risk situations. b. Assisting clients to develop practical skills such as problem solving, goal setting and assertive communication. c. Assisting clients to access a range of community services and supports to promote recovery. d. Assisting clients to develop insight into their thinking and behaviour in order to help them make and sustain positive changes. e. Assisting clients to understand the relationship between their substance use and other areas of their lives, such as mental and physical health, relationships and lifestyles.
4.	Consider the needs of and identify any risks to vulnerable children, working with families to develop safety plans and facilitating referrals to partner Child First and Family service agents when indicated.


5.	Provide assertive referrals e.g. financial counselling/literacy, nutrition and life skills training and other health initiatives to support client recovery where needed.
6.	Source and facilitate access to support networks, aftercare and self-help groups and community activities, and assist clients to build these networks.
7.	Co-ordinate with Care and Recovery and Clinical Review processes to support seamless transitions between service types and a consistent approach to supporting the achievement of clients' recovery goals In consultation with clinical review processes and other engaged services provide support and ongoing review of individual treatment plans.
8.	Maintain up-to-date progress notes, case files and data entry in a confidential manner.
9.	Adhere to and keep informed of all relevant legislative compliance requirements, and report any perceived breaches, risks, hazards, incidents and complaints to line Manager or other appropriate person.

Key Selection Criteria

The Key Selection Criteria are based on role specific requirements **and** the Anglicare Victoria Capability Framework. Applicants are required to provide a written response to **both** a) and b).

a) Role specific requirements

Applicants are required to provide a written response to the role specific requirements. The five criteria are to be addressed individually (no more than 2 pages in total).

	1. Relevant health and or welfare Tertiary Qualification such as Social Work, Psychology, Nursing or Allied Health Sciences and registration with a relevant professional body (e.g. AHPRA).
	2. Certificate IV in AOD or have completed the required competencies (or able to complete within the first 12 months of employment). Competencies in dual diagnosis (or able to complete within the first 24 months of employment).
	3. Demonstrated experience in AOD assessment, treatment planning, & counselling. Experience with therapeutic approaches such as; Motivational Enhancement Therapy, Cognitive Behavioural Coping Skills Training, Family Inclusive Practice, self-help groups.
	4. Outstanding written and verbal communication skills with the ability to establish rapport and effective working relationships with a diverse range of people. Strong skills in professional record keeping and report writing are required.



Key Selection Criteria (continued)

b) Anglicare Victoria Capability Framework

Applicants are required to provide a written response to the Anglicare Victoria Capability Framework. Applicants are to describe how they demonstrate the characteristics in each of the three nominated capability groups; **Personal Qualities**, **Relationship and Outcomes**, and **Leading People** (no more than 1 page in total).

The Anglicare Victoria Capability Framework describes the capabilities required to meet the expectations of clients, colleagues and communities in today's changing environment.

These capabilities work together to provide an understanding of the knowledge, skills and abilities required of all employees.

<p>Personal Qualities</p>  <p>Displays Resilience</p> <p>Thrives in a changing environment. Handles ambiguity.</p> <p>Maintains a positive attitude and continues to deliver exceptional results in the face of challenging situations.</p> <p>Has a learning mindset</p> <p>Shows drive and motivation and a commitment to learning. Strives for continual improvement by looking for ways to challenge and develop.</p> <p>Brings an innovative approach, fresh thinking and curiosity to develop practical solutions.</p> <p>Shows cultural awareness</p> <p>Respects difference in all its forms.</p> <p>Values diversity as a strength and positively utilises diversity.</p>	<p>Relationships and Outcomes</p>  <p>Puts clients first</p> <p>Acts to make a real difference in their work.</p> <p>Is passionate about providing exceptional service to clients, customers and end-users.</p> <p>Works collaboratively</p> <p>Collaborates with others and values their contribution. Skilled at building strong and authentic relationships.</p> <p>Demonstrates technical and professional acumen</p> <p>Creates distinctive value for clients and Anglicare Victoria by applying a range of technical and professional capabilities to deliver quality outcomes.</p>	<p>Leading People</p>  <p>Manages, coaches and develops people</p> <p>Engages, motivates employees and volunteers to develop their capability and potential.</p> <p>Inspires direction and purpose</p> <p>Creates a positive and engaged team environment.</p> <p>Communicates goals, priorities and vision and recognise achievements.</p> <p>Leads change</p> <p>Leads, supports, promotes and champions change, and assist others to engage with change.</p>
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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 Licence and an Employment Working with Children Check being held prior to commencement and during the employment period.

Acceptance of Position Description requirements

To be signed upon appointment

Employee

Name:

Signature:

Date:
