

POSITION DESCRIPTION

MSIC Health Education Officer

ABOUT UNITING

Our purpose:

Our values:

To inspire people, enliven communities and confront injustice.

As an organisation we are **Imaginative, Respectful, Compassionate** and **Bold**.

At Uniting, we believe in taking real steps to make the world a better place. We work to inspire people, enliven communities and confront injustice. Our focus is always on the people we serve, no matter where they are at in their life.

Our range of services is broad and we get involved in social justice and advocacy issues that impact the people we serve. As an organisation we celebrate diversity and welcome people from all cultural backgrounds, and regardless of disability, lifestyle choices, ethnicity, faith, sexual orientation or gender identity. We commit to respecting children and take action to keep them safe.

Uniting is the services and advocacy arm of the Uniting Church NSW & ACT and as such Uniting leaders understand, support and can express the mission and purpose of the Uniting Church.

ABOUT THE ROLE

The Uniting Medically Supervised injecting Centre (MSIC) is situated on Gadigal land of the Eora Nation in Kings Cross, Sydney. As a Health Education Officer you will work predominantly in the MSIC clinical area, supervising clients before, during and after episodes of injecting. Core activities include client engagement, health promotion, education activities, brief interventions such as counselling and motivational enhancements and referral to other health and welfare services. You will be part of the Health Education Team at Uniting MSIC and works collaboratively with MSIC's nursing team.

ROLE OBJECTIVES

You'll play a valuable role as a member of the Medically Supervised Injecting Centre (MSIC) Team in:

- Contributing to a stronger and more unified Uniting
- Working towards the defined priorities and outcomes for the team and your specific areas of accountability

- Working with your colleagues to understand and apply the translation of Uniting and Business Stream strategies through your regional and/or local plans, thereby ensuring a consistency in service delivery, practice and maximising performance
- Actively participating in communication in order to understand and contribute to a One Uniting way of operating
- Working productively and collaboratively as a positive role model both within your team and with others across Uniting

As a Health Education Officer your role will:

- Optimise health by saving lives and reducing injury from the negative effects associated with drug use
- Effectively intervene in the event of drug overdose
- Provide access to health and social welfare services for a marginalised and difficult to reach population
- Uphold and promote the dignity of all people who use our service and promote awareness and understanding in the community
- Contribute to the amenity of the local community
- Contribute to the body of public health knowledge around injecting drug use

ABOUT YOU IN THE ROLE

Your classification: HEO – non graduate (Medically Supervised Injecting Centre (MSIC) and War Memorial Hospital (Waverley) (WMH) Health Service Employees Agreement 2017)

Your directorate: Mission Communities & Social Impact

You'll report to: Health Education Team Manager, Uniting MSIC

Your key relationships:

- MSIC Floor Manager
- MSIC Registered Nurses and Health Education Officers

Direct reports

- Nil

Your hours

- Rostered shifts are 09.30 to 13.30 and 13.30 to 18.00 Monday to Sunday, 18.00 to 22.00 Monday to Friday, and 11.00-1500 for meal break relief

Your work location:

- 66 Darlinghurst Road Kings Cross Sydney

YOUR RESPONSIBILITIES

Clinical processes:

- Observe and monitor client's wellbeing throughout their visit to MSIC, acting on client alerts and behavioural contracts as indicated.

- Use communication skills to develop rapport with clients, including supporting people who identify from Aboriginal and Torres Strait Islander backgrounds and who inject drugs.
- Provide opportunistic interventions for safer injecting and health promotion.
- Engage with clients to identify health needs and refer to local health and welfare services.
- Follow the floor managers direction and assist as required during client emergencies.
- Use observation and communication skills to maintain a safe, therapeutic environment

Operational processes

- Undertake clinical role in accordance with MSIC's Internal Management protocol, clinical policies and procedures.
- Record all client observations and/or interactions on the relevant MSIC forms, MSIC clinical database and in the client's medical record.
- Work collaboratively with colleagues and managers to achieve MSIC's objectives.
- Participate in clinical quality improvement and research activities.
- Develop and maintain skills in overdose management, incident de-escalation and management, infection control, vein care and safer injecting practices, and health promotion.
- Treat colleagues, neighbours, local service providers and visitors to the service with dignity and respect.
- Maintain awareness of, and fulfil, all responsibilities, authorities and accountabilities as defined by the organisation's workplace health, safety and wellbeing management system.
- Participate and comply with all quality management systems and processes.

Client relationship:

- Treat all clients, and visitors with dignity and respect
- Foster social inclusion and client participation in the operation of MSIC
- Maintain a high standard of conduct and work performance to promote our reputation with key internal and external stakeholders.

People Leadership

- Actively engage and participate in MSIC's performance management framework and review processes.
- Act in a manner which upholds and positively models the organisation's Code of Ethical Behaviour.
- Attend MSIC meetings and training activities.
- Model the values of the organisation of respecting and valuing the inherent dignity and uniqueness of each person, celebrating diversity, passionately pursuing social justice and inclusion.
- Take care for the safety of yourself and others at all times and undertake work in a safe manner in accordance with policies, procedures and instructions (written or verbal).
- Take responsibility for actively skilling up colleagues +/- being prepared to act as mentor for new/less experienced staff.

KEY PERFORMANCE INDICATORS

Clinical and Operational processes:

- Undertake basic life support training and assessment annually

- Leadership of at least one monthly health promotion campaign
- Undertake MSIC skills training (safer injecting and overdose management) once every 3 years
- Attendance at MSIC training day - all staff to attend a minimum of one per annum
- Attendance at team meetings, clinical review sessions and in-service education sessions if rostered on, attendance encouraged but optional if not
- Annual audit of recording of services and referrals on MSIC clinical database

People leadership:

- Participate in the formal annual performance review process with Health Education Team Manager

THE IMPORTANT DETAILS

Skills:

- Understanding of and commitment to Harm Minimisation, Social Justice and the service delivery model of the Medically Supervised Injecting Centre;
- Ability to work in a demanding and changeable environment;
- Understanding of the health, social and legal issues related to injecting drug use and marginalised populations
- Understanding of the legislative, policy framework and values underpinning MSIC's operation;
- Computer competence including word processing and the use of clinical databases

Experience:

- Demonstrated experience working with people who inject drugs or people with mental health needs and/or people who typically experience stigma and/or trauma, or equivalent
- Experience working in needle syringe services, drug and alcohol services, crisis or accommodation services;
- Experience in psychosocial and drug use assessment and referral, supportive counselling and crisis management

Employee Name:		Managers Name:	Matthew Dibbayawan
		Title	Health Education Team Manager
Date:		Date:	

Signature:		Signature:	
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ACCOUNTABLE POSITION	WHS ACCOUNTABILITIES (AS PER WHS ACT 2011)	ACTION DEMONSTRATING ACCOUNTABILITIES
<p>WORKERS (EMPLOYEES, AGENCY STAFF, CONTRACTORS, VOLUNTEERS, STUDENTS)</p>	<p>While at work, all workers (WHS ACT 2011 Sec 28) must:</p> <ul style="list-style-type: none"> - take reasonable care for his or her own health and safety - take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other people - comply, so far as the worker is reasonably able, with any reasonable instruction that is given by Uniting to allow the organisation to comply with this Act - co-operate with any reasonable policy or procedure of Uniting relating to health or safety at the workplace that has been notified to workers 	<p>All workers must:</p> <ul style="list-style-type: none"> - follow Uniting WHS policy and programs to protect the health and safety of people at work and to understand your personal responsibilities for WHS - attend and/or complete safety-related training including induction and emergency preparedness - comply with WHS instructions from your supervisor/manager, training information, safe work procedures and emergency wardens - if performing new or unfamiliar work, seek information, instruction or training and supervision from your supervisor to perform work safely without risking the health, safety and wellbeing of yourself or others - use equipment that has been provided for your health, safety and wellbeing - report all hazards, incidents and injuries to your immediate supervisor - participate in discussions/consultation about changes to workplace/premises or job task/practice - wear clothing, footwear and personal protective equipment (PPE) needed appropriate for the work being done - do not put other people's health, safety and wellbeing at risk by your action or inaction

Approved by Miranda St Hill	Page 7 of 7	Position Description_
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