

DUAL DIAGNOSIS COUNSELLOR POSITION DESCRIPTION

ALCOHOL AND OTHER DRUG PROGRAM EASTERN 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/Dual Diagnosis Clinician
Program	Alcohol and Other Drug Program
Classification	SCHADS Award Level 6 (Social Worker Class 3)
Hours	Part Time
Hours per week	0.6 EFT (3 days)
Duration	Fixed Term
Fixed term end date	30 th June 2021
Location	Eastern Region: Based out of Box Hill office
Reporting Relationship	This position reports directly to AOD Team Manager
Effective date	February 2020

Overview of program

The Dual Diagnosis Program provides counselling, consultancy and continuing care to:

- ◆ Individuals with the co-morbid presentation of mental health conditions and substance use issues, aged 16 years and over.
- ◆ Brief Intervention and referral support to Families of someone with a Dual Diagnosis through family therapy and shared care approaches.
- ◆ Individuals currently involved in the criminal justice system
- ◆ The Dual Diagnosis Program has a partnership agreement with Eastern Health Upton House and Maroondah IPU whereby clinicians attend the ward throughout the week to offer brief intervention and service linkages to in patients with a Dual Diagnosis

Position Objectives

1.	<ul style="list-style-type: none"> • Provide outcome-based holistic short term and long term counselling/psychotherapy to individuals with a Dual Diagnosis
2.	<ul style="list-style-type: none"> • Enhance ability of individuals, family members and significant others including mandated clients to respond to drug and alcohol and mental health issues simultaneously.
3.	<ul style="list-style-type: none"> • Provide comprehensive bio-psycho-social assessments including mental health screens and develop individual treatment plans from a harm reduction framework
4.	<ul style="list-style-type: none"> • Develop and continue to strengthen the working relationship with Psychiatric In Patient Units
5.	<ul style="list-style-type: none"> • To ensure appropriate liaison with mental health services and key organizations and build on existing professional relationships.
6.	<ul style="list-style-type: none"> • Take part on data entry and program development

Key responsibilities

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


1.	<ul style="list-style-type: none"> To carry a caseload of Dual Diagnosis clients and deliver assessment, counselling, consultancy and continuing care, to individuals and family members within a harm minimization framework
2.	<ul style="list-style-type: none"> To conduct screens, assessments and brief interventions within Upton House (Box Hill Hospital) In Patient Unit for clients presenting with Dual Diagnosis.
3.	<ul style="list-style-type: none"> To be flexible and responsive to the needs of clients in terms of crisis intervention, hospital based outreach or centre based work, as required.
4.	<ul style="list-style-type: none"> To work in collaboration with Dual Diagnosis team working across other sites
5.	<ul style="list-style-type: none"> To be open to take on additional projects at the request of the leadership team
6.	<ul style="list-style-type: none"> To assist the Team Leader, Team Manager and Program Manager to review and evaluate program performance on a regular basis
7.	<ul style="list-style-type: none"> To be innovative in networking and relationship development / maintenance in the In Patient Unit space

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).

 <p>Role Specific</p>	1. Tertiary qualifications in a relevant discipline (Psychology, Social Work, Social Science, Counselling) and specifically a minimum of a Diploma in AOD or Post Graduate Certificate in AOD, including Dual Diagnosis competencies
	2. Minimum of 3 years' experience in application of theory into practice in a counselling setting with clients presenting with acute and chronic Dual Diagnosis
	3. A demonstrated ability to be receptive and flexible to new ideas and the capacity to adapt to changing work demands and circumstances
	4. Good organizational and time management skills and ability to be self-directed
	5. An ability to engage with highly complex client group experiencing acute mental impairment in a residential Dual Diagnosis setting

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 two capability groups; **Personal Qualities and Relationship and Outcomes** (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.

Personal Qualities



Displays Resilience

Thrives in a changing environment. Handles ambiguity.

Maintains a positive attitude and continues to deliver exceptional results in the face of challenging situations.

Has a learning mindset

Shows drive and motivation and a commitment to learning. Strives for continual improvement by looking for ways to challenge and develop.

Brings an innovative approach, fresh thinking and curiosity to develop practical solutions.

Shows cultural awareness

Respects difference in all its forms.

Values diversity as a strength and positively utilises diversity.

Relationships and Outcomes



Puts clients first

Acts to make a real difference in their work.

Is passionate about providing exceptional service to clients, customers and end-users.

Works collaboratively

Collaborates with others and values their contribution. Skilled at building strong and authentic relationships.

Demonstrates technical and professional acumen

Creates distinctive value for clients and Anglicare Victoria by applying a range of technical and professional capabilities to deliver quality outcomes.

Leading People



Manages, coaches and develops people

Engages, motivates employees and volunteers to develop their capability and potential.

Inspires direction and purpose

Creates a positive and engaged team environment.

Communicates goals, priorities and vision and recognise achievements.

Leads change

Leads, supports, promotes and champions change, and assist others to engage with change.

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.

Acceptance of Position Description requirements

To be signed upon appointment

Employee

Name: _____

Signature: _____

Date: _____