

JOB DESCRIPTION FORM

Aboriginal Support Worker

Position Title:	Aboriginal Support Worker		
Service Location:	Rick Hammersley Centre Therapeutic Community		
Program: (If applicable)	Therapeutic Community Program	Hours:	38 hours per fortnight
Reporting to:	Therapeutic Community Manager	Award Classification:	Level 4-5 Cyrenian House EBA
Our Vision	Healthy, inclusive and harm-free communities		
Our Mission	An organisation that provides the highest quality services to make a positive and meaningful difference in the lives of people affected by alcohol and other drugs.		
Our Values	Empowerment, Diversity, Compassion, Integrity and Hope		
<p>Cyrenian House values the uniqueness of individuals who may vary in many different ways, including race, ethnicity, culture, social class, gender, age, religious belief, sexual identity, mental and physical ability.</p> <p>We celebrate and promote this diversity as a strength of our organisation.</p>			
This position:			
<p>The Aboriginal AOD Support Worker will provide informal counselling, mentoring, interactive therapeutic activities, education, mediation and support to residents in a residential setting. They will also be required to develop relationships with the local Aboriginal community and provide culturally secure training across the organisation.</p>			
Duties and Responsibilities:			
<p>General:</p> <ul style="list-style-type: none"> • Support, promote and work in accordance with the Vision, Mission and Values of Cyrenian House. • Participate as a valued team member promoting and contributing to a supportive team environment. • Provide support to and share expertise with other staff, students and volunteers. • Participate in staff meetings, supervision, training and team planning workshops. • Contribute to the development, implementation and evaluation of the service model. • Contribute to Cyrenian House continuous quality improvement processes. • Work in accordance with Cyrenian House Code of Conduct. • Be responsible for personal health and safety in the workplace and for complying with all Cyrenian House occupational safety and health policies and procedures, promoting and maintaining a safe and secure environment. • Contribute to and promote the implementation of the Standards on Culturally Secure Practice. • Other duties as required. 			

Group Work, Education and Training:

- Provide a range of Aboriginal training and educational workshops to increase cultural competency and promote a greater understanding of Aboriginal Peoples within the workplace.
- Have a solid understanding of the 12-step philosophy and “Community as Method Treatment Model”.
- Facilitate TC groups as directed by the The Senior TC Counsellor Educator’s (STCCE) and/or the Clinical Coordinator.
- Provide a safe and supportive environment for residents to express and respond to their emotions gaining an understanding of issues relating to their drug use.
- Encourage therapeutic interactions between resident members, supporting positive change and personal development.
- Participate in agency planning and team building workshops.

Counselling:

- Provide informal counselling, referral as well as AOD information and support to consumers and their families.
- Facilitate family support initiatives and family inclusive practice.
- Participate in shared case management and consultation with other service providers.
- Develop and deliver education and training to consumers, other service providers and community groups, as directed.

Representation and Stakeholder Engagement:

- Support TC staff to improve their culturally sensitive practice.
- Develop relationships with Aboriginal and Torres Strait Islander communities.
- Develop and maintain a working knowledge of AOD and other relevant agencies/services.
- Participate in prevention and community development activities as directed.
- Develop effective relationships with other Cyrenian House services as appropriate.

Administration and Reporting:

- Perform administrative and office management procedures as required.
- Update SIMS documentation and/or other related duties as required.
- Prepare brief and concise resident notes as required.
- Update client lists and other appropriate databases as required.
- Maintain written records of community and resident issues/events/incidents, providing this information at handover to oncoming staff.

Selection Criteria:

Essential competencies and experience:

- Have a Certificate III in Community Services and AOD and / or experience in working with Indigenous people in an AOD service (minimum).
- Possess a sound knowledge of alcohol and other drug issues impacting on Aboriginal or Torres Strait Islander people.
- Well-developed communication and interpersonal skills both written and verbal.
- Have demonstrated ability to work in a multidisciplinary team.
- Take an active role in Continuous Quality Improvement.
- Demonstrated and well developed interpersonal, verbal, and written communication.
- Have a current National Police Clearance, Working with Children Check and First Aid Certificate.
- Current driver's License and reliable vehicle

Desirable competencies and experience:

- Have an understanding of the 12-step philosophy and "Community as a method Treatment Model".

Required Clearances:

- Full work rights.
- Current National Police Clearance.
- Current First Aid Certificate
- Current driver's License and reliable vehicle

Please sign below to confirm you understand of the requirements of your role and return a signed copy to the Human Resource Department:

Name: _____

Signature: _____