

Position Details

Position Title	Social Worker	
Mode of Employment	Fixed Term Part Time Maternity Replacement Contract till Sep 2019	If part time, hours per week: upto 20 hours (min 2 days per week)
Award/EBA	Community Health Centre (Stand Alone Services) Social and Community Services Employees Multi Enterprise Agreement 2017	
Classification	SACS Employee Level 4 (Pay Point depending on years of experience)	
Salary Packaging	Up to \$15,900 per annum is available. Other eligible packaging items may apply.	
Department/Team	Mental Health Team	
Location	Ashburton with the requirement to travel to other sites	
Reports to	Manager – Mental Health	
Direct Reports	Nil	
Probationary Period	Yes, three month probation period applies	
Working with Children Check required	Yes, a requirement for this position	
Disability Worker Exclusion Checklist required	Yes, a requirement for this position	
Medicare Registration Provider number required	Not a requirement for this position	
Professional Registration required	Membership with the Australian Association of Social Workers	
Police Check required	Yes, a requirement for this position	
Driver's Licence required	Yes, a requirement for this position	

Position Summary

Organisation Background	<p>Access Health and Community (AccessHC) is the new name for Inner East Community Health Service and Manningham Community Health Service. AccessHC operates in the Cities of Boroondara, Manningham and Yarra offering a range of medical, health and community services.</p> <p>AccessHC is a not for profit organisation with caring at its centre. Employing over 250 staff, our Mission is to build healthier lives together with our communities and deliver</p>
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	<p>excellent health services for all. A high priority is placed on improving the quality of our client’s lives through health education and health promotion and the delivery of integrated services. Whilst the majority of services are provided through funding from Federal and State Government programs, private practitioners also operate at the clinical sites.</p> <p>AccessHC maintains the following Values:</p> <p>Equity <i>We believe everyone is entitled to good health</i></p> <p>Collaboration <i>We work together to achieve our goals</i></p> <p>Integrity <i>We act honestly and ethically at all times</i></p> <p>Accountability <i>We take ownership of our actions and behaviours to ensure we achieve our goals</i></p> <p>Innovation <i>We drive innovation for better care</i></p> <p>Excellence <i>We strive to be the best at what we do.</i></p>
<p>Position Purpose</p>	<p>This position is funded under our community health program grant and aims to build family capacity by providing professional support to families using partnership, strengths-based and family-centred approaches. Support is provided in both group settings and on an individual basis. Support is targeted specifically at vulnerable families and those with more complex needs.</p> <p>The primary focus of the role is to provide therapeutic counselling and case support to families in the City of Boroondara who are vulnerable and experiencing life stressors, such as parenting stress, anxiety, depression, trauma or family conflict. The position also supports linkages across the health and wellbeing sectors with a view to improving access to services for clients with complex needs. All staff at Access Health and Community work within the social model of health.</p>

Position Functions

<p>Key areas of accountability</p>	<p>Service Delivery & Development</p> <ul style="list-style-type: none"> ● Provision of psychosocial assessments/family assessments for the purposes of developing care plans and providing short term case management and counselling services for eligible clients in the catchment area. ● Support individuals, couples and families in their parenting role (either 1:1 or in group settings) to increase self-awareness and knowledge of issues that impact on relationship and parenting. ● Conduct client risk assessments and safety planning in accordance with service policies and procedures. ● Where required, provide services in an outreach capacity such as home visits, kindergarten visits, etc. ● Plan and deliver evidence-based group interventions and work in collaboration with other AccessHC clinical staff and management to review the content of programs, the outcomes of which are used to inform service changes.
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	<ul style="list-style-type: none"> Assist families to navigate the service system through the provision of information and the facilitation of referrals to support services that address their health and wellbeing needs. <p>Networks and Partnerships</p> <ul style="list-style-type: none"> Liaise with other services at the Craig Family Centre in Ashburton and surrounding community, including maternal child and health nurses, CamCare, child care services and others At all times incorporate partnership, strengths-based and family centred approaches in work practices. Develop and foster professional relationships with other providers and agencies in the community through collaboration and networking, thereby enabling effective referrals and sustainable self-management opportunities for clients. Act as an advocate for clients and/or client groups in their dealings with other agencies on relevant social issues with priority given to disadvantaged members of the community. Liaise with the AccessHC intake, reception and medical, dental, nursing and allied health staff on all related service matters as needed. Participate in case conference meetings, team and other relevant meetings for the purposes of team care planning, case discussion and reviews as relevant. <p>Quality and Clinical Governance</p> <ul style="list-style-type: none"> Participate in regular clinical supervision and operational (line management) supervision. Ensure all data reports, clinical review and other reporting requirements are completed accurately within required timelines Maintain accurate clinical files using an electronic health record, including recording of care plans, clinical review, discharge summaries and risk management plans
<p>Other responsibility areas (all staff)</p>	<p>Quality and Risk Management Develop and maintain a sound knowledge of and commitment to AccessHC policies and procedures</p> <p>Occupational Health and Safety Ensure that work and services are provided in a safe manner at all times by regularly reviewing practices and environment and by participating in Health and Safety training as required</p> <p>Professional Development Actively participate in relevant continuing professional development as required</p> <p>Standard of Conduct To abide by the policies and procedures of AccessHC applicable to the maintenance of good order and conduct. To maintain a harmonious and courteous attitude towards clients, the public and other staff</p>

Position Requirements

Applicants are required to provide a written statement addressing the Key Selection Criteria (KSC) with the Cover Letter.

Key Selection Criteria	<i>M = Mandatory D = Desirable</i>
Approved tertiary qualification in social work and eligible for membership of the Australia Association of Social Workers (AASW).	M
Experience and knowledge in the provision of family support services within a community setting, including providing case management, service coordination and supportive counselling.	M
Experience working alongside families, using partnership, strengths based and family centred approaches to achieve agreed outcomes.	M
Demonstrated ability to conduct clinical risk assessment and management plans with clients, including sound understanding of relevant legislation and reporting requirements.	M
Good understanding of mental health, family violence and psychosocial risk factors which may impact on parents and families (including anxiety, depression and trauma).	M
Ability to work both independently and as part of multi-disciplinary team.	M
Ability to work sensitively and creatively with clients from diverse backgrounds, including LGBTIQ clients, Aboriginal and Torres Strait Islander clients and those from culturally and linguistically diverse backgrounds.	M
Highly developed communication and interpersonal skill including the ability to negotiate and advocate on behalf of families.	M
Experience in delivering parenting support programs and other group programs for families.	D
Experience using TrakCare (electronic health record system).	D

Application Details	<p>For further information contact: Tamsin Short Senior Manager, AOD and Mental Health Services Tamsin.short@accesshc.org.au</p> <p>To apply, please submit your application to recruitment@accesshc.org.au by attaching two documents;</p> <p>(1) Cover letter including a statement addressing the above Key Selection Criteria (2) Resume.</p>
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I have read and understand the above Position Description:

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Signed

Name

Date

Access Health and Community is a Child Safe Organisation

Access Health and Community actively encourages applications from Aboriginal peoples and people from a culturally and/or linguistically diverse background

Access Health and Community is a provider of disability services. Successful applicants will be required to undertake a Disability Worker Exclusion Scheme and if necessary, an International Police check prior to any appointment