

Position:	Rural Outreach Diversion Worker (RODW)
Program:	Alcohol and Drug Programs
Funded By:	Department of Human Services (National Illicit Drugs Strategy)
Based:	GCH Horsham sites (with outreach as required)
Responsible To:	Gambling Alcohol and Other Drugs Program Manager /Direct Care Programs Manager and through them to the Chief Executive Officer.
Classification:	SACS Award Social Worker Class 2 Level 1 (\$24.28 p/hr) to Class 3 Level 3 (\$28.31 p/hr) depending on qualifications & experience
Tenure:	Contract to 30 June 2012 with possibility of ongoing funding Subject to the signing of an Employment Schedule All positions are subject to a 3-month probationary period with a review being conducted before employment is confirmed The period of employment is subject to ongoing funding & satisfactory work performance
Hours:	38 hours per week
Date:	July 2010

GRAMPIANS COMMUNITY HEALTH - PREAMBLE:

Grampians Community Health (GCH) formerly Grampians Community Health Centre Inc, has operated since 1986 and provides a multi-disciplinary approach to psychosocial health in line with a Social Model of Health philosophy including the social determinants of health as stated in the Ottawa Charter. GCH is embedded in and operates from a number of sites servicing primarily the local government areas of Northern Grampians Shire, Rural City of Ararat, Pyrenees Shire and Horsham Rural City.

Balgartnie joined GCH in 1996 as a Psychiatric Support Service – it has since broadened its role to encompass rehabilitation and sub regional outreach.

Palm Lodge joined GCH in 2002. Palm Lodge has been in existence since 1976, first as a residential rehabilitation unit for people with a substance abuse problem and more recently as a counselling & health promotion unit for substance abuse, family violence & housing support and gambling problems.

Nexus joined GCH in November 2005. Nexus developed in Horsham to meet a need young people had expressed in 1999 after the closure of another youth project, Banjo's. It now provides an opportunity for young people in and around the Wimmera to participate in the development of services and recreational activities in a supportive, safe & innovative environment.

In May 2009 GCHC became Grampians Community Health – a company limited by guarantee.

Staff at the Centre work in many areas including: Drug & Alcohol Counselling & Withdrawal services, Social Work, Community Nursing, Community Psychiatric, Youth Work, Supported Accommodation, Family Violence, Community Development, Health Promotion and Education, Palliative Care and complex service delivery for Senior Adults, people with disabilities and their carer's.

Vision Statement

“Vibrant & Healthy Communities”

GCH, in collaboration with the communities we serve, will provide excellence & leadership in the development & delivery of primary health care & community services. GCH will facilitate the achievement of healthy living for all throughout the Grampians/Wimmera

Philosophy Base

GCH's Philosophy is grounded in the Ottawa Charter for Health Promotion (WHO 1986), the Jakarta Convention (WHO 1996) and the Health Development Paradigm now better known as the Social Model of Health, and more recently the Victorian Charter of Human rights and Responsibilities.

The process of information, skill development, empowerment, community collaborative ventures, resilience and self-responsibility embedded in a caring framework of non-judgemental acceptance of diversity underpins the GCH approach to both its staff & clients.

Management philosophy is loosely based around the Deming Management Philosophy, Social Model of Health for staff, Total Quality Improvement and Facilitatory Management

Background and Aims of the RODW Program

The Rural Outreach Diversion Worker service (RODW) was established in 2002 to provide a service tailored to rural needs in areas across Victoria where offenders do not have access to the CREDIT program. The role of the RODW is to provide a link between the community, police, courts and the drug treatment service system. The program is primarily aimed at young offenders under 25 years, who are apprehended for a non-drug related offence and thus not eligible to receive a caution and participate in the Drug Diversion Program, but whose drug use is a clear factor in their criminality. The program can also provide service to adults in similar situations.

RODW is a flexible, early intervention program with a capacity for assertive outreach. A key part of this role is being out in the community building strong links with Police, Courts and other community organisations. RODW's ensure that people with drug dependencies that have or may lead them into offending behaviour, are provided with the opportunity to undertake drug treatment provided by an appropriately qualified and experienced alcohol and other drug clinician.

Key Objectives of the role

The Rural Outreach Diversion Worker will:

- Ensure that young persons (aged 12 -25 years) and adults over 25 years with substance abuse issues that have led or may lead to offending behaviour, are provided with the opportunity to undertake a treatment program with an appropriate Alcohol & Other Drug program.
- Develop Individual Treatment Plans with clients contacted.
- Establish formal & informal networks with Police, Community Offenders Advice and Treatment Service (COATS), Juvenile Justice, Courts & Community agencies to ensure facilitation of referrals for the provision of appropriate drug treatment services to young offenders.
- Offer this service in a flexible manner & at identified youth meeting places
- Provide an efficient, effective & quality service

Specific Tasks and Responsibilities:

- On an outreach basis, apply Alcohol & Other Drug assessment, case management, support counselling, educative interventions & referral practices to young and adult offenders with Alcohol & other Drug problems.

- Provide appropriate support & advocacy services to carers & families of those young people affected by (or at risk of becoming affected by) alcohol & drug use.
- Make referrals & facilitate access to other appropriate services & specialist Alcohol & Drug services as necessary
- Provide Case Management support to other health/welfare professionals.

General Tasks and responsibilities:

- Ensure client and staff confidentiality is respected and upheld
- Participate in health promotion activities where required and where relevant to the project
- Represent and promote GCH appropriately
- Be aware of and perform all duties in accordance with GCH stated policies and procedures
- Participate in the GCH Intake process
- Maintain appropriate client notes, records & documentation.
- Attend conferences & training programs related to the field.
- This position requires active participation in the Quality Assurance programs of GCH, principally weekly casework meetings, professional supervision, GCH team meetings, GCH staff development days and annual staff weekend and GCH staff meetings. Included in this is participation in agency wide and program specific Health Promotion activities.

Key Selection Criteria:

Ability to successfully carry out the following tasks::

1. **Advocacy** at all levels
2. **Assessment counselling.**
3. Work with people using the **community development model** to ensure maximum participation in planning and implementation of programs and services.
4. Understanding of **harm minimisation** and the ability to work within this framework
5. Knowledge and understanding of the **complexities of alcohol and drug issues**, including legal, social, behavioural, psychological, environmental and biological factors.
6. Clear understanding of the **mandating process** and an ability to work effectively with involuntary clients.
7. **Planning, implementation and evaluation** of programs and services.
8. Work with diverse groups of people using excellent **group work** skills
9. Work within **privacy guidelines** in a small community
10. Have the ability to **prioritise and contain the work load** when necessary
11. Work with a deep understanding of the **social model of health** and how it relates to wellbeing and good health outcomes.
12. Model **leadership qualities** in the areas of QA and the social model of health
13. Understanding and knowledge of and belief in Quality **Assurance**

Qualifications & Experience:

One or more of the following:

- Bachelor of Social Work
- Bachelor of Arts (major in relevant discipline)
- Diploma of Youth Work or Welfare Studies
- Certificate IV in Alcohol and Other Drug Work preferable
- Accredited Counselling qualifications
- Other relevant tertiary qualification
- At least 12 months experience in a community based drug treatment agency

Other Skills:

- Demonstrated ability to relate effectively to young people from all ethnic and socio-economic groups.
- Demonstrated ability to work effectively with young clients who have both psychiatric and substance abuse issues.
- Willingness to undertake any relevant training.

- Willingness and ability to participate in the Needle Syringe Program.
- Knowledge and understanding of effective behaviour management techniques.
- Knowledge of adolescent development and risk taking behaviours.
- Clear understanding of geographical and social factors in relation to substance abuse, unemployment, suicide, sexual abuse and other life issues.
- Computer literacy
- Licence to drive a motor vehicle

Other Conditions:

1. No overtime allowance is made for this position. Time in lieu of time worked will be available but must be taken at a mutually agreed time with the appropriate Program Manager and may not be accrued to more than **15hrs/fortnight pro rata of employed hours**. Time in lieu should be used for exceptional circumstances instead of becoming a regular practice. It is expected that no more than 15hrs of TIL will be carried forward from one pay period to the next.
2. The Centre's cars can be used for work related activities, depending on availability. Use of own car will be reimbursed at the modified RACV mileage rate. Note: The use of a private vehicle to travel in excess of 40km return needs to be approved in advance by the Program Manager, Resources Manager or the CEO
3. This position will have an annual appraisal at which time the job description will be reviewed by the GADS Program Manager and a GCH Core member in consultation with the employee and modified if necessary.
4. Ensure knowledge of current GCH Occupational Health & Safety policies as they relate to this sphere of work. OH&S is a shared responsibility at GCH.
5. Annual Leave and Sick Leave will be payable on a pro rata basis.
6. GCH understands that "normal working hours" are between 8am - 6pm Monday to Friday. Appointments, programs and other work may, at times, fall outside these hours but for OHS reasons are subject to the signing of the "Out of Hours" book.
7. Superannuation contributions will be paid by Grampians Community Health in line with the Superannuation Guarantee Act
8. 48/52 or 50/52 leave variation options may be available at the relevant Managers discretion after a qualifying period (check policy '5.3 Employment Conditions' for details)
9. A National Police Check & Working with Children Check (if required) will be carried out at the Centre's expense prior to commencement of employment.
10. Grampians Community Health is an Equal Opportunity Employer and a smoke free workplace.

Signed: _____
Employee

Date: ____/____/____

Signed: _____
Program Manager

Date: ____/____/____

Signed: _____
Chief Executive Officer

Date: ____/____/____

Additional Information to Applicants

- **Key selection criteria must be specifically addressed in your application**
- Applications should include clear details of work experience and qualifications
- Applications should include references and the name, address and daytime telephone number of two work- related referees
- For further information on Grampians Community Health please refer to the website www.grampianscommunityhealth.org.au

Applications must reach the address below by

5pm Friday 30 July 2010

Late applications will not be considered.

Applicants should include day and evening telephone contact numbers so that we can readily arrange interview times if necessary

If you are emailing your application, you will be sent an email confirmation of receipt of your application. If you do not receive this, please contact reception to confirm that your application has been received.

Please ensure a signed Privacy Statement is returned with your application – this document can be downloaded from the website www.grampianscommunityhealth.org.au

Successful applicants would be required to undergo a police check

Address applications to:

“CONFIDENTIAL”

Jill Miller

CEO

Grampians Community Health

8 – 22 Patrick Street

STAWELL Vic 3380

Ph: **5358 7400** Fax: **5358 4113**

email: gch@grampianscommunityhealth.org.au