


Job Description Form AFTER CARE SERVICES WORKER



**Bega
Garnbirringu**
HEALTH SERVICE

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Position Title	After Care Services Worker		Position Number	SEWB-14
Work Group:	SEWB – Culture Care Connect			
Work Unit:	SEWB – Social Emotional Wellbeing			
Reports To:	Network Coordinator			
Supervisory:	No			
Award	<ul style="list-style-type: none"> Aboriginal & Torres Strait Islander Health Workers & Practitioners & Aboriginal Community Controlled Health Services Award 2020 (Cth) NES Fair Work Conditions 			
Position Term	Ongoing – 37.5 hours per week			
DATE:	07.03.2024	No of Pages	6	
REVIEW DATE:	07/03/2025	STATUS:	Draft/Active/Under Review	
ENDORSED BY: (Chief Executive Officer)		DATE OF ENDORSEMENT	11/03/2024	

VISION STATEMENT

Bega Garnbirringu Health Services vision for the future is for a society in which Aboriginal and Torres Strait Islander people are not disadvantaged and share a quality of life with health standards and life expectancy equal to the non-Aboriginal and Torres Strait Islander community.

MISSION STATEMENT

Bega Garnbirringu Health Service's mission include the development and maintenance of a robust and diverse organisation that will provide sustainable, culturally appropriate and holistic health services to the Aboriginal and Torres Strait Islander people.

Bega Garnbirringu Health Service will address the social determinants of health and provide for clinical, educational and preventative health services and the development and retention of the skilled workforce necessary to achieve its mission.

ABOUT BEGA

Bega Garnbirringu Health Services (Bega) approaches health service delivery from a holistic perspective. This means that Bega seeks to close the gap in health outcomes for Aboriginal people through a multi-faceted approach that includes a high level of attention to the social determinants of health as well as clinical and primary health.

In order for this approach to be effective it is essential that all staff view their role through the eyes of the client and from a whole of organisation perspective. To this end it is essential that all employees be team oriented and prepared to work cooperatively in a multi-disciplinary environment. All

After Care Services worker
JDF After Care Worker (SEWB-14)

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employees must abide by their contract of employment and code of conduct and apply themselves to their duties with professionalism, integrity, ethical practice and with diligence.

The organisation has a strong commitment to the provision of services that are culturally appropriate and safe for Aboriginal clients.

PURPOSE OF THE POSITION

The Culture Care Connect Aftercare Worker is responsible for providing assertive and timely follow-up care for all Aboriginal and Torres Strait Islander people referred to this service following a suicide attempt or suicidal crisis, in line with the co-designed aftercare model of care.

The person in this role will be resourced with strong training and ongoing support mechanisms including clinical and cultural supervision.

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RESPONSIBILITIES OF THIS POSITION

KEY RESULT AREA	POSITION RESPONSIBILITIES
Professional Services	<ul style="list-style-type: none"> ❖ Contribute to a localised service delivery model for aftercare services through a codesign approach with local Community, using NACCHO's National Model of Care, and other resources, as a framework. ❖ Provide aftercare services to Aboriginal and Torres Strait Islander individuals who have been referred following a suicide attempt or suicidal crisis in line with agreed service delivery model. ❖ Contributed to the Regional Suicide Prevention Plan ❖ Create and publish Suicide Prevention communication and publication resources as required. ❖ Work closely with the SEWB Outreach Workers, Counsellors and Psychologist for client wrap around services. ❖ Establish working relationships with other stakeholder suicide prevention and post vention services. ❖ Undertake Clinical and or Cultural Governance. ❖ All other duties as required by the role.
Reporting	<ul style="list-style-type: none"> ❖ Reports to Network Coordinator ❖ Ensure all reporting is collected, submitted and meets KPI requirements for BGHS and relevant funding agreements; ❖ Assist and or/provide regular reports as directed. ❖ Ensure regular data is input into databased or other computer software/programs as required. ❖ Undertake reporting on aftercare activities in line with Service Agreement requirements including ensuring appropriate data collection whilst maintaining client confidentiality.
Organisation and Administration	<ul style="list-style-type: none"> ❖ Plan and establish priorities to ensure effective use of time; ❖ As a member of a small team, demonstrate flexibility in supporting delivery of services as/when required e.g. reception; ❖ Contribute to the ongoing development of internal policy and procedures; ❖ Attend and participate in staff meetings and complete staff surveys on request; ❖ Work within a multidisciplinary team to provide appropriate support to staff employed under the Culture Care Connect program within SEWB. ❖ Provide support to other SEWB programs where appropriate. ❖ Be an active team member and support a service-based work culture showing commitment to the organisation's strategy, mission, vision and values outlined by the board. ❖ Apply the cultural framework and adhere to community specific protocols in all aspects of work with Bega. ❖ Apply strict confidentiality practices and guidelines to all patient, client, personal and commercially sensitive information.

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	<ul style="list-style-type: none"> ❖ Uphold SEWB commitment to integrating Culturally Responsive Trauma Informed Care approaches across all aspects of service delivery in our communities.
Communication	<ul style="list-style-type: none"> ❖ Build and maintain strong referral pathways, including but not limited to the following services: acute care services, primary care services, schools, police, funeral services, Alcohol and Other Drug Services, mainstream and Aboriginal and Torres Strait Islander-led mental health services. ❖ Effectively communicate and maintain sound relationships with clients, stakeholders and all BGHS employee's; ❖ Participate in the Aftercare Services Community of Practice, established to support ACCHOs in setting up and maintaining Aftercare Services, and facilitate sharing of best practice and expertise. ❖ Maintains confidentiality and demonstrate compliance with relevant Privacy Legislation; ❖ Display respect, empathy and understanding with all employees, Board Members and other stakeholders; ❖ Work collaboratively and cooperatively with team members to ensure quality outcomes; ❖ Work collaboratively across organisation boundaries as required;
Education	<ul style="list-style-type: none"> ❖ Attends relevant training courses and professional development including mandatory training as required by Bega; ❖ Attends relevant conferences as per funding agreement. ❖ To attend further study as required
Physical Environment and Safety	<ul style="list-style-type: none"> ❖ Report and document incidents and accidents in accordance with Bega policies and procedures; ❖ Recognise potential hazards in the workplace and contribute to the development of strategies to remove or reduce the risk to an acceptable level; Identify and report hazards in the workplace ❖ Maintain a safe environment for all employees within Bega; ❖ Adhere to correct fire safety procedures and attend fire drills as required; ❖ Ensure compliance with with Occupational Safety and Health (OSH) policies and procedures as set by BGHS and as set out under the OSH Act 1984.

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COMPETENCY PROFILE FOR THIS POSITION

Competencies are the specific knowledge, skills and attributes needed to successfully undertake this role. The profile is used for recruitment, performance review, planning, and training and development activities.

QUALIFICATIONS, SKILLS, EXPERIENCE AND KNOWLEDGE

ESSENTIAL:

- Possess Certificate IV in Aboriginal and/or Torres Strait Islander primary health and or, Certificate IV in Mental Health, Certificate IV Community Services or equivalent training and or experience.
- Experience working with Aboriginal and Torres Strait Islander people, families and communities.
- Excellent written and oral communication skills
- Proficiency in using Microsoft Office suite.
- Awareness of and sensitivity to Aboriginal culture and history, knowledge of current issues affecting the lives of Aboriginal people.
- Demonstrated experience in office administration tasks.
- Current police check and WWVP check.
- The ability to work outside normal office hours.
- The ability to travel and stay overnight/s.
- Current Class C driver's licence.

DESIRABLE

- Trained Aboriginal Health Worker
- Is of Aboriginal descent, identified and accepted by their local Aboriginal community.

Conditions of Appointment:

Provide Bega Garnbirringu Health Service with the following requirements prior to commencement of employment;

- Valid Working With Children Check (WA)
- National Criminal History Check Certificate (Police Clearance - valid within 3 months)

EMPLOYEE

I (Full Name) _____ have sighted and accept this duty statement and acknowledge the expectations that will be held of me in relation to my role at Bega.

SIGNATURE _____ **DATE** _____

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