



Position Title	Counsellor - Male	Position Number	SS-048
Work Group:	Social Support Unit		
Work Unit:	Social Emotional Well Being Pilot Program		
Reports To:	Manager Social Support Unit		
Supervisory:	No		
Award	Aboriginal & Torres Strait Islander Health Workers & Practitioners & Aboriginal Community Controlled Health Services Award 2020 (Cth) NES Fair Work Conditions Contract of Employment		
Position Term	Ongoing – 37.5 hours per week		
DATE:	22.09.2022	No of Pages	5
REVIEW DATE:	22.09.2022	STATUS:	Draft/Active/Under Review
ENDORSED BY: (Chief Executive Officer)		DATE OF ENDORSEMENT	/ /

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 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 Counsellor reports to and is directly accountable to the SEWB Cultural & Clinical Lead and is responsible for providing support in the delivery of Social and Emotional WellBeing care to clients. The Counsellor forms part of the SEWB Multi Disciplinary team and works collaboratively with the team and other programs area's.

The Counsellor role will provide SEWB support services to assist our clients who are dealing with a wide range of issues including grief and loss grief, depression, domestic and family violence, family and/or relationship matters and any other issues which impact on social and emotional wellbeing.

The Counsellor will ensure the delivery of culturally appropriate social and emotional health support to the Aboriginal and Torres Strait Islander Communities of the Goldfields.

Outreach travel will be required for this position.

KEY CLIENT AND STAKEHOLDER RELATIONSHIPS

External:

- Liaise and maintain working relationships with a variety of organisations and stakeholder representative groups as required.
- Develop and maintain good client relationships as required.

Internal:

- Maintains close working relationships with all BGHS employees.
- Reports to and maintains a close working relationship with the Cultural and Clinical Lead.
- Works closely with SEWB team members.



RESPONSIBILITIES OF THIS POSITION

KEY RESULT AREA	POSITION RESPONSIBILITIES
Professional Services	<ul style="list-style-type: none">❖ Provide Counselling and social emotional wellbeing support to clients;❖ Promote a client centred trauma-informed approach to the delivery of services and a collaborative working culture to achieve best possible outcome for clients;❖ Work collaboratively with the SEWB Outreach Worker to ensure continuity of care under their case management plans;❖ In crisis situations or as otherwise, undertake home visits and outreach counselling at other locations where appropriate;❖ Participate in agreed stakeholder meetings to ensure a multidisciplinary approach to client care including client allocation; reviews and service development;❖ Work collaboratively with the SEWB Outreach Worker and Cultural & Clinical Lead to provide interpreting services or other support as required;❖ Undertake a proactive approach to promoting SEWB services to community, groups, other agencies, conferences and deliver presentations as required;❖ Promote and present a positive image of SEWB program to other staff, clients and community in general;❖ In consultation with the Cultural & Clinical Lead and SEWB Outreach Workers, participate in healing activities for clients that strengthen cultural identities, individual capacity and community connections;❖ Actively participate in community and promotional events which support the social and emotional wellbeing of ATSI people;❖ Work with SEWB Outreach Workers to run preventative activities for clients;❖ Assess mental health and its impact on the life of individuals and their families and refer to other service providers as required;❖ Provide individual and family SEWB counselling services as well as group interventions (detailed psychosocial assessment identifying the connections between mental health problems and complex contexts to ATSI people);❖ Provide individual and family counselling specifically in regard to issues of grief, loss and trauma or any other issues impacting of their wellbeing;❖ Establish a relationship of trust and respect with clients;❖ Refer clients to other sources of help to ensure a holistic approach to client support;❖ Work closely with SEWB Outreach Workers to support SEWB clients;❖ Carry out assessment of referred clients;❖ Liaise with other staff and agencies to coordinate client treatment objectives;❖ Observe, assess, record and report on the progress of clients;❖ Comply with Bega policy and procedures currently in practice or that may be introduced from time to time.



Reporting	<ul style="list-style-type: none"> ❖ 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; ❖ Ensure clients and program data are routinely captured and reported in line with reporting and funding guidelines, maintaining accurate client records, case notes and other data.
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; ❖ Participate in staff meetings, case reviews, clinical supervision and other similar processes;
Communication	<ul style="list-style-type: none"> ❖ Effectively communicate and maintain sound relationships with clients, stakeholders and all BGHS employee's; ❖ 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; ❖ Apply for and maintain membership and or registration with Australian Counselling Association
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; ❖ 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.



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:

- Relevant tertiary qualification in Social Work, Counselling/Mental Health or Psychology and/or appropriate professional registration in Western Australia;
- Minimum 3 years experience working in mental health and/or drugs and alcohol) settings;
- Demonstrated knowledge of current issues, standards and trends in the delivery of mental health and SEWB services to Aboriginal people;
- Effective organisational and time management skills, the capacity to successfully manage competing priorities, maintain attention to detail and meet deadlines;
- Highly developed Interpersonal skills;
- Demonstrated high level of written and verbal communication skills, including report writing, policy development and data collection;
- Demonstrated assessment, case management and treatment skills
- High level oral and written communication skills, including the ability to relate well to staff and to liaise effectively with key stakeholders;
- Current Police Clearance (within 3 months) and Working With Children Check;
- Ability to travel and stay overnight/s as required;
- Current WA 'C' Class Drivers Licence.

Desirable:

- Membership with the Australian Counselling Association or equivalent;
- Proficient computer knowledge and skills;

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 _____