



POSITION DESCRIPTION

Position Title	Mental Health Worker
Reporting To	Manager Wellbeing Services

PURPOSE OF THE POSITION

The Mental Health Worker will be required to work as part of a responsive and dedicated multi-disciplinary team to provide Mental Health programs and services to Aboriginal people residing in the Shoalhaven Aboriginal Communities.

The Mental Health worker will be required to provide case management services to individuals and facilitate group programs, including promoting the service and working in partnership with relevant stakeholders in providing health care programs and services that improves community safety, mental health and wellbeing.

KEY RESPONSIBILITIES & DUTIES

- Provide casework, advocacy and referral support to assist in the recovery of Aboriginal people experiencing a mental illness
- Undertake assessment with the client to develop a shared understanding of their situation and related problems and strengths
- Work collaboratively with individuals, including their families and carers to assist in goal setting by developing strategies to achieve desired goals and empowering people to develop the skills towards recovery and independence
- Develop and implement case plans and intervention strategies for clients and their families including coordinating care, making referrals and conducting case reviews
- Develop successful working relationships with service users and their families in the Shoalhaven region to improve access to programs and services
- Establish and maintain strong links and referral pathways with public, private, non-government and volunteer services in the local area
- Assist in the planning and facilitation of health related programs to improve community safety and wellbeing
- Attend and participate professionally in team, section, SCMSAC staff meetings and other meeting and provide reports s and when required
- Ensure the quality of client service through participating in accreditation and quality improvement processes
- Understanding of and capacity to implement EEO, WH&S, ethical practice and principles of a culturally diverse society
- Comply with all SCMSAC Policies and Procedures
- Undertake any other duties, consistent with skills and experience as directed by the CEO, Management or Team Leader

KEY PERFORMANCE AREAS

- Clients receive a high quality professional level of service, flexible and responsive to individual client needs
- Achieve the organisations targets for caseloads and completed client session as designated for the program
- Maintain appropriate client files, case notes and data as per organisational policies and procedures, legislative and funding required timeframes
- Adhere to evaluation, monitoring and improvement processes
- Demonstrate a commitment to supervision and professional development

KEY COMPETENCIES

Qualifications, Knowledge and Experience

Essential

- Tertiary qualifications or minimum of certificate IV in Community Services (Mental health) or related field, or equivalent experience in related area of work
- A sound knowledge of Aboriginal/ Torres Strait Islander communities and relevant organisations within Shoalhaven and have demonstrated understanding of mental health and social wellbeing issues affecting Aboriginal and Torres Strait Islander people
- Demonstrated experience in the delivery of casework, case management or counselling services
- Ability to develop, implement and evaluate health related programs and community development strategies
- Excellent interpersonal, written and oral communication skills including the ability to manage time effectively and efficiently using personal and technical skills, including establishing priorities and meeting deadlines
- Computer proficiency and the ability to use basic computer programs and client information and data management systems, including the capacity to write reports, collect statistics and data, and develop presentations and promotional materials
- Knowledge and commitment to principles and practices of Workplace Health & Safety and Equal Employment Opportunity and how they apply in the workplace.
- Current NSW Driver's License and willingness to travel overnight in regional and interstate areas if required
- Clear National Police History Check, Working with Children Check and National Police History Registration
- Aboriginality*

PERSONAL QUALITIES AND ATTRIBUTES

- High level of Integrity and regard for professional boundaries, confidentiality and the ability to maintain sensitive information
- Strong community focus with compassion for the client group and ability to maintain unconditional positive regard for the clients
- Leadership and capacity for innovation, quality assurance and improvement
- Willingness to learn, undertake training and ongoing professional development

RELATIONSHIPS

With	Purpose
SCMSAC CEO	The CEO may make day to day requests for support and information from the Mental Health Worker.
SCMSAC Executive Officer - Health & Wellbeing Services, SCMSAC Manager - Wellbeing Services	The Mental Health Worker may receive guidance and direction from the Executive Officer Health & Wellbeing Services and the Manager - Wellbeing Services
SCMSAC Case Coordinator – Team Leader	The Case Coordinator – Team Leader is the first point of contact for the overall direction of work and will provide support and supervision to the Mental Health Worker.
SCMSAC Managers, Supervisors and Employees	The Mental Health Worker will interact closely with Employees, Managers and Executive Officers to develop and maintain effective working relationships, collaborate on matters, exchange information and provide advice and feedback.
Clients & External Stakeholders	The Mental Health Worker will provide a relevant contacts for clients and external stakeholders of the service.

EMPLOYEE'S ACKNOWLEDGEMENT AND ACCEPTANCE OF POSITION DESCRIPTION

I have read and confirm my understanding of the above position description that will apply to my employment with South Coast Medical Service Aboriginal Corporation.

Employee signature

Date

Signed and approved on behalf of SCMSAC

Date

**Aboriginality - Aboriginality is a genuine occupational requirement and racial discrimination is a prohibition as outlined under Section 8(1) of the Racial Discrimination Act 1975.*