



POSITION DESCRIPTION

Position Title	Aboriginal Mental Health Peer Worker
Reporting To	Wellbeing Services Manager

PURPOSE OF THE POSITION

The Aboriginal Mental Health Peer Worker will be required to work as part of the “Next Steps” Suicide Response Team, providing peer support, advocacy and consultation to local Aboriginal people residing in the Shoalhaven at high risk of suicide or following a suicide attempt.

The Program, in Partnership with Grand Pacific Health, Flourish Australia and Illawarra Shoalhaven Local Health District, aims to reduce suicide rates among people residing in the Shoalhaven through improving links to local services, providing complimentary follow up and clinical services including culturally appropriate peer support.

KEY RESPONSIBILITIES & DUTIES

- Provide appropriate peer work support and advocacy to clients and their families to assist in the recovery of Aboriginal people at high risk of suicide or following a suicide attempt
- Support the clinical assessment and reviews of clients
- Assist in the development and review of safety planning with the client to develop a shared understanding of their situation, problems and strengths.
- Work collaboratively with individuals, including their families and carers to empower clients to explore self-awareness and develop strategies towards recovery and independence
- Comply with “Next Steps” program protocols
- Network and develop collaborative relationships with relevant government organisations and community agencies to build community capacity in order to successfully link clients and their families to support services
- Implement agreed measures and participate in evaluation, research and data collection activities as required as an ongoing part of the daily work of delivery of programs and peer work
- Participate in strategies to promote the program, including marketing the service to other agencies and communities within the region
- Maintain appropriate files and case notes in line with organisational policies and procedures to meet legislative and funding requirements as directed by managers
- Maintain computer based diary management system to enable effective and informed client bookings
- Assist with the provision of administrative duties
- Attend and participate professionally in team, section, SCMSAC staff meetings and other meetings and provide reports as and when required

- Represent SCMSAC with regard to suicide prevention on relevant committees, working groups and community groups as directed
- Ensure the quality of client service through participating in accreditation and quality improvement processes
- Comply with all SCMSAC Policies and Procedures
- Undertake any other duties, consistent with skills and experience, as directed by the CEO, Senior Manager or Supervisor

KEY PERFORMANCE AREAS

- Clients receive a high quality professional level of service
- Service is flexible and responsive to individual client needs
- Achieve the organisation's targets for caseloads and completed client sessions as designated for the program
- Maintain appropriate client files, case notes and data as per organisational policies and procedures, legislative and funding requirements
- Quality records and reports completed within required timeframes
- Adhere to evaluation, monitoring and improvement processes
- Demonstrate a commitment to supervision and professional development.
- Ensure compliance with all regulatory reporting processes

KEY COMPETENCIES

Qualifications, Knowledge and Experience

Essential

- Aboriginality*
- A sound knowledge of Aboriginal/ Torres Strait Islander communities and relevant organisations within Shoalhaven/ South Coast region
- Demonstrated lived experience of mental health issues and ability to utilise that experience to support others in accessing and sustaining services
- Demonstrated knowledge, skills and ability to provide peer support and advocacy services
- A comprehensive understanding of health issues impacting the lives of Aboriginal and Torres Strait islander people with a strong commitment to improving health outcomes
- Capacity to maintain detailed documentation regarding the outcome of client programs, write reports, collect statistics and data, and develop presentations and promotional materials
- Demonstrated computer skills, including the use of all Microsoft Office applications and client record and data management systems
- Clear Working with Children Check and Criminal Record Check
- Current Drivers Licence

Desirable

- Relevant qualifications (i.e. Cert IV Peer Work or Cert IV Community Services) or equivalent experience)

PERSONAL QUALITIES AND ATTRIBUTES

- Demonstrates, flexibility, initiative and ability to problem solve
- Excellent communication skills including written and verbal communication with the ability to exercise these skills with people at all levels
- Personal organisation skills including effective time management and ability to prioritise competing demands

RELATIONSHIPS

With	Purpose
SCMSAC CEO	The CEO may make day-to-day requests for support and information from the Aboriginal Mental Health Peer Worker.
SCMSAC Health And Wellbeing Executive Officer	The Aboriginal Mental Health Peer Worker may receive guidance and direction from the health and wellbeing executive officer.
SCMSAC Wellbeing Services Manager	The Wellbeing Services Manager is the first point of contact for the overall direction of work and will provide support to the Aboriginal Mental Health Peer Worker.
SCMSAC Managers, Team Leaders and Employees	The Aboriginal Mental Health Peer Worker will interact closely with Employees, Team Leader and Managers to develop and maintain effective working relationships, collaborate on matters, exchange information and provide advice and feedback.
Clients and External Stakeholders	The Aboriginal Mental Health Peer Worker will provide a locally based first point of contact for clients referred through the "Next Steps" program. The Aboriginal Mental Health Peer Worker will also develop and maintain strong connections with external stakeholders such as emergency departments, mental health services, community organisations and other agencies in the local area.

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.*