



Durri Aboriginal Corporation Medical Service

Servicing the Macleay and Nambucca Valleys

ABN 52 730 046 875 ICN 27

With Compliments

Position Application Package

Position Name: Aboriginal Health Worker - Child and Family Health - Female

Contact Name: Celia Griffen

Telephone: (02) 65986804



Durri Aboriginal Corporation Medical Service
15-19 York Lane
KEMPSEY NSW 2440
T: (02) 6560 2300
F: (02) 6562 7069



Darrimba Maarra Health Outpost
PO Box 131
13/42 Bowra St
Nambucca Heads NSW 2448
T: (02) 6598 6800
F: (02) 6598 6833

All written communications to be addressed to CEO:
PO Box 136
Kempsey NSW 2440

General Conditions of Employment

- Position:** AHW - Child & Family Health - Female
- Award:** ATSIHWP + ACCHS
- Classification:** AHW 3 Level 1-3
- Salary:** Range from \$62,421.84 to \$68,883.36
- Application:** Please click on the link <http://durri.org.au/positions-vacant.php> to Durri website to access the Position Application Package.

Your application should consist of four parts:

1. Selection criteria - (Your application must address all the selection criteria or your application will be marked unsuccessful)
2. Completed application form
3. Resume
4. Supporting documents

Completed application to: hr@durri.org.au

or

Post marked confidential to:

Application Human Resources
Durri Aboriginal Corporation Medical Service
PO Box 136
Kempsey NSW 2440

Closing Date: Monday 28 March 2022 by 5.00 pm



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Application Form

Full Name:

Address:

Email Address:

Contact Numbers:

Date of Birth:

Drivers Licence: Yes No Class: Expiry date:

Do you identify as Aboriginal or Torres Strait Islander? Yes No

Do you identify as having a disability? Yes No

Are you an Australian citizen or permanent resident? Yes No

Do you have Working with Children check number? Yes WWCC No:

Do you have a current Police check? Yes Date:

Do you have evidence of Vaccinations? Yes No

Have you provided evidence of your Qualifications? Yes No

Where did you see this position advertised?

| Referees | Referee 1 | Referee 2 |
|------------------|-----------|-----------|
| Name: | | |
| Title: | | |
| Organisation: | | |
| Contact Details: | | |
| Email Address: | | |



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Position Description

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| Position Title: | Aboriginal Health Worker - Child and Family Health - Female |
| Reports To: | Practice Manager |
| Business Unit: | Primary Health Care |
| Direct Reports: | Nil |
| Location: | Nambucca Valley |
| Primary Objective: | <p>This position is responsible for assisting Aboriginal families with a range of health and health related matters, identifying ways to improve health outcomes, working within the Child Health Program and with the Child Health team, and clients, to ensure the achievement of agreed program performance indicators and improvement of health outcomes of clients. The key objectives of the role include:</p> <ul style="list-style-type: none"> • Ensure child health care is delivered in a culturally appropriate and culturally safe manner to the community; • Ensure that educational and promotional components of the program are effective and culturally appropriate; • Plan and implement care components with the Child Health Nurses; and • Assess and improve child health and family health in the Aboriginal community. |
| Key Accountabilities | |
| 1. Clinical Care and Program Management | <ul style="list-style-type: none"> • Provide appropriate care and follow up, and clinical advice to clients in consultation with the Child Health Nurses. • Source specialised support and consultation where needed as part of the child health checks. • Liaise with the Maternal Health AHW to ensure effective links between the Maternal Health Program and the Child Health Program. • Arranged assessment and referrals within the Child Health Program and to other health and community services as required. • Organise and coordinate specialist clinics related to the program to ensure appropriate health assessments and promotion through the region. • Develop and deliver training sessions to ensure all program and clinical staff are knowledgeable and aware of the Child Health Program information. |

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| | <ul style="list-style-type: none"> • Participate in the development of health promotions and education strategies ensuring feedback from the community is incorporated into planning. • Monitor local Aboriginal health matters and needs to provide advice and action plans where appropriate. |
| 2. Community Care | <ul style="list-style-type: none"> • Liaise with the other program staff to obtain information and ensure that information is accurate, easily accessible and understood by the community. • Develop and facilitate Child Health Education group programs to parents. • Developing partnerships with other health services and community groups to ensure the education and communication of health issues are appropriate. • Obtain feedback from the community to ascertain if communicated messages have been correctly received. • Liaise with the Program Manager and the Child Health Nurses in the development, implementation and evaluation of child community planning. • Provide education to carer's, community groups and organisations involved in care of children to ensure effective primary care and early intervention. |
| 3. Team work and Collaboration | <ul style="list-style-type: none"> • Effectively collaborate with team members to ensure that the function is operating effectively and efficiently, while maintaining a harmonious team environment within Durri ACMS. |
| 4. Compliance | <ul style="list-style-type: none"> • Comply with all relevant legislation and regulatory standards. • Obtain and record accurate health histories and information to ensure compliance to all organisational policies, procedures and legislative requirements. • Ensure client and community confidentiality is maintained to build and maintain trust within key stakeholder groups. • Working with children. • Home visits policy. • Confidentiality. • Ensure compliance with relevant WH&S legislation and that any issues are identified and actioned in line with the policy. • Comply with AHPRA registration requirements. |
| 5. Reporting | <ul style="list-style-type: none"> • Provide statistical and management reports to meet organisational and statutory requirements including analysis, reporting of financial results and supporting recommendations. |

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| 6. Policy and Procedures | <ul style="list-style-type: none"> • Assist in the development of and comply with policies and procedures to ensure that the Child Health Program is demonstrating consistent practices nationally and is in line with strategic objectives. • Attend all mandatory training requirements and participate in staff performance reviews including updated First Aid Certificate and participation in Staff immunisation Program. • Compliance with and understanding of EEO Legislation. |
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Selection Criteria

Essential:

1. Aboriginal or Torres Strait Islander descent (This is an identified position under Section 14D of the NSW Anti-Discrimination Act 1977).
2. Aboriginal Health Practitioner or working towards.
3. Demonstrated experience, knowledge and skills in child health and delivering Child & Family group education programs.
4. Demonstrated knowledge and experience working with the local Aboriginal community, health service agencies, non-government organisation, medical professionals at all levels.
5. Continuous developing professional competence and qualifications.
6. Ability to hold all relevant security clearances including National Police Check and Working with Children clearance.
7. Current First Aid Certificate, or ability to obtain.
8. Current valid driver's license, minimum of Class "C" or equivalent.
9. Current immunisations or willingness to participate in staff immunisation program.