



**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:** AHW -Social and Emotional Wellbeing Service – Female

**Contact Name:** Alicia Stewart

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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:** Aboriginal Health Worker – Social and Emotional Wellbeing service - Female

**Award:** Social, Community, Home Care & Disability Services Industry

**Classification:** Grade 2 Level 2-4

**Salary:** \$74,495.20 - \$78,783.12

**Application:** 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](mailto: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:** Thursday 18 August 2022 by 5.00 pm



# Durri Aboriginal Corporation Medical Service

Servicing the Macleay and Nambucca Valleys

ABN 52 730 046 875 ICN 27

## 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  No WWCC No: .....

Do you have a current Police check?  Yes  No 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:		

## Position Description

<b>Position Title:</b>	Aboriginal Health Worker – SEWB <i>Social &amp; Emotional Wellbeing (SEWB) Service</i>
<b>Administratively Reports To:</b>	Programs Manager
<b>Professionally Reports To:</b>	Team Leader - Social Worker SEWB
<b>Business Unit:</b>	Programs
<b>Direct Reports:</b>	Nil
<b>Location:</b>	Durri ACMS Footprint (the Macleay and Nambucca Valleys)
<b>SEWB Service Model</b>	<p>Durri Aboriginal Corporation Medical Service (ACMS) delivers a strength based and culturally safe, Whole of Family Social, Emotional, Wellbeing (SEWB) Service for Aboriginal and Torres Strait Islander people attending Durri ACMS and Darrimba Maarra Aboriginal Health Clinic. These services cover the Kempsey Valley and Nambucca Valley across the Dunghutti and Gumbayngirr nations.</p> <p>Durri ACMS services range across both clinical and non-clinical areas. The SEWB Service, being based within an all-encompassing community controlled health setting means a comprehensive, wholistic ‘all of health’ approach is undertaken.</p> <p>The SEWB Service recognises a wholistic, coordinated, multidisciplinary team approach is crucial in addressing multiple and complex presenting issues and the need for a whole of family approach to occur across all life stages.</p> <p>The Whole of Family SEWB model includes services across:</p> <ul style="list-style-type: none"> <li>• Problematic mental health</li> <li>• Family &amp; Domestic Violence</li> <li>• Problematic Alcohol &amp; Other Drugs</li> <li>• Intergenerational trauma &amp; other trauma</li> <li>• Connection to culture/identity/country</li> </ul>
<b>Primary Objectives:</b>	The Aboriginal Health Worker (AHW) - SEWB position is responsible for providing culturally informed prevention and early interventions as well as coordinated interventions ranging from; education, awareness raising and community development activities to direct practice targeting Aboriginal and Torres Strait Islander communities and families. The position undertakes groupwork interventions and carries a caseload.

	<p>The position's primary objective is to establish and maintain links with local Aboriginal communities, to promote the importance of improving health outcomes and to encourage and support the increased use of Durri ACMS services and access to the broader health services system. They also identify Aboriginal and Torres Strait Islander people who would benefit from improved access to health services who are not currently engaged with Durri ACMS.</p> <p>The position functions within a multidisciplinary team, working collaboratively to achieve meaningful gains in Aboriginal people's overall health and wellbeing, the provision of coordinated services for families who are experiencing a number of multiple and complex issues inclusive of: mental illness, problematic drug &amp;/or alcohol use, family &amp; domestic violence and disconnection from community, culture and country. They actively participate in and promote cultural safety, education and direct service promotion as well as undertake a service coordination role into specialist services within the SEWB Service itself, as well as coordination of specialist service provision within communities.</p> <p>Overall, the AHW SEWB will undertake a number of interventions in collaboration with specialist services within the SEWB Team.</p>
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<b>Key Accountabilities</b>	
Clinical Care & Program Coordination	<ul style="list-style-type: none"> <li>• Practice is sensitive and responsive to individual community needs particularly in regard to severity of need and presenting issues identified.</li> <li>• Acknowledge and respects the role of Elders within the communities.</li> <li>• Continue to monitor local Aboriginal health matters and needs and provides advice to the SEWB Team suggesting improvements, possible interventions and possible change implementations.</li> <li>• Undertake a collaborative, consultative, 'family led' approach with families. Provides advocacy as needed within the broader service system (both government and community based services).</li> <li>• Work within a multidisciplinary team, with specialist service providers within the SEWB Service and across the Durri ACMS footprint in facilitating coordinated care.</li> <li>• In collaboration with specialist service providers within the SEWB Team and identified external specialist service providers delivers community-based interventions targeting families presenting with multiple and complex issues.</li> <li>• Utilise a range of integrated, systemic and trauma evidence based approaches from individual, family to group work interventions and</li> </ul>

	<p>coordinates and participates in community events to address the multiple and complex needs of families and Aboriginal communities more broadly.</p> <ul style="list-style-type: none"> <li>• In collaboration with specialist service providers within the SEWB Team facilitates the undertaking of bio-psycho-social-cultural assessments and develops family centred wellbeing plans in collaboration with families with the overall aim of increasing the family's wellbeing.</li> <li>• Deliver educational programs targeting mental health, drug &amp; alcohol misuse, family &amp; domestic violence, intergenerational trauma and ensures education programs delivered are effective and culturally informed.</li> <li>• Participate in and facilitates community events ensuring events are effective and culturally informed.</li> <li>• Uphold the dignity and rights of individuals and their family's whilst respecting privacy and confidentiality.</li> <li>• Organises and coordinates specialist clinics within the SEWB Service to ensure appropriate health assessments and access to specialist services are made available.</li> <li>• Participate in network meetings with other service providers, and represents Durri ACMS at Interagency, MNCLHD and State-wide meetings, as required.</li> <li>• Collaborates with external Aboriginal staff and non-Aboriginal staff working with Aboriginal people and their communities in order to improve access to Durri ACMS services.</li> <li>• Performs other duties consistent with the Award or Terms of Employment, including acting in higher duties, as may be directed, or implied, from time to time.</li> </ul>
Administration and Reporting	<ul style="list-style-type: none"> <li>• Comply with all relevant legislation and regulatory standards concerning the quality and delivery of services.</li> <li>• Provide updates and written reports to management and funding bodies, per agreed schedules, as requested.</li> <li>• Obtain and record accurate health histories to ensure compliance with all organisational policies and procedures, and legislative requirements, while ensuring client and community confidentiality is maintained.</li> <li>• Contribute to the provision of statistical and management reports to meet organisational and statutory commitments, including financial reporting, performance analyses, and educated recommendations.</li> </ul>
Community Development and Education	<ul style="list-style-type: none"> <li>• In collaboration with other appropriate agencies as identified with Team Leader, develop and deliver early intervention and prevention programs.</li> </ul>

	<ul style="list-style-type: none"> <li>• Ensure service recognises the special needs of the Aboriginal communities and of persons of culturally and linguistically diverse backgrounds.</li> <li>• Work with Aboriginal communities and other agencies to establish cultural safety, culturally appropriate information, education, and culturally informed community development programs to address issues of mental illness, problematic drug &amp;/ alcohol use, family &amp; domestic violence, intergenerational trauma and cultural disconnection impacting individuals and their family.</li> <li>• Liaise and collaborate with external service providers across both government and community services as required.</li> </ul>
<p>Teamwork and Collaboration</p>	<ul style="list-style-type: none"> <li>• Contribute as a member of a multidisciplinary team in the delivery of a comprehensive, ethical, and quality service by following Durri ACMS Code of Conduct.</li> <li>• Contribute as a member of the Programs Team across the Durri ACMS Footprint.</li> <li>• Attend and participate in appropriate professional meetings and in-service training programs.</li> <li>• Actively participate in team meetings and decision-making, in relation to team and individual services' specific needs.</li> <li>• Undertake continuing relevant professional education and training.</li> <li>• Actively participate in regular supervision with Team Leader.</li> <li>• Actively participate in the appropriate Durri ACMS quality activities and AGPAL processes.</li> <li>• Contribute to the professional development of the team via peer review, collaboration, and information-sharing to ensure that the program is operating effectively and efficiently, whilst participating in maintaining a harmonious team environment within Durri ACMS.</li> </ul>
<p>Workplace Health and Safety</p>	<ul style="list-style-type: none"> <li>• Ensure continued compliance with relevant OH&amp;S legislation and identify for action all arising operational issues in line with the relevant policy.</li> <li>• Ensure, within capability, the health and safety of yourself and employees and any other persons in the work areas for which they are responsible.</li> <li>• Compliance with WHS legislative requirements and site policies.</li> <li>• Report all hazards, accidents or incidents which could result in injury to others or damage to property.</li> <li>• Prevent intentional or reckless interference or misuse of anything provided in the interests of health, safety, and welfare, through compliance with WHS or other legislation.</li> </ul>

	<ul style="list-style-type: none"> <li>• Be familiar with emergency and evacuation procedures and participate in regular training in safety protocols.</li> <li>• Participate in Staff Immunisation Program and undertake all required immunisations as determined by the organisation.</li> </ul>
Policy and Procedures	<ul style="list-style-type: none"> <li>• Assist in the development of and adhere to organisational policies and procedures to ensure that the program is demonstrating consistent practices nationally and correlates to the strategic objectives of Durri ACMS.</li> <li>• Attend all mandatory training requirements, including updated First Aid qualification, and participate in staff performance reviews.</li> </ul>

## **Selection Criteria**

### **Essential:**

KSC1: To be of Aboriginal or Torres Strait Islander descent and have the ability to communicate with Aboriginal or Torres Strait Islander people from various communities. *(Aboriginal descent is a genuine occupational qualification and is authorised by Section 14 of the Anti-Discrimination Act 1977, NSW)*

KSC2: Certificate IV Mental Health or capacity and willingness to complete within an 18 month period.

KSC3: Demonstrated understanding of the issues impacting on the health and wellbeing of Aboriginal people, from disconnection from culture and family, intergenerational trauma and trauma, mental illness and problematic alcohol and drug use.

KSC4: Demonstrated ability to work in a multidisciplinary team and to liaise with other health professionals, both internal and external agencies to facilitate integrated care.

KSC5: Demonstrated experience in community development, cultural consultation, and engagement with a variety of stakeholders.

KSC6: Ability to use own initiative and take a proactive role in carrying out activities.

KSC7: Demonstrated effective oral and written communication skills, effective time management, and computer literacy including Microsoft package.

KSC8: Current Driver's License valid for use in NSW.

*All positions at Durri ACMS are subject to a satisfactory National Criminal History Check, a Working with Children Check & all relevant vaccinations as required by Durri ACMS.*