



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 (Generalist - Male)

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:** Aboriginal Health Worker - Generalist
- Award:** ATSIHWP + ACCHS Award 2020
- Classification:** AHW - Grade 3, Level 1
- Salary:** \$62,421.84 per annum
- Salary packaging:** To calculate your benefit follow the link <https://eziway.net.au>
- Employment opportunities:** Please click on the link <http://durri.org.au/positions-vacant.php> to Durri website to access the employment opportunities.
- 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 10 January 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 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:		

Position Description

Position Title:	Aboriginal Health Worker (Generalist - Male)
Reports To:	Practice Manager
Business Unit:	Clinical Services
Direct Reports:	Deputy CEO
Location:	Nambucca Heads
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 Primary Health Care Program to ensure the achievement of agreed program performance indicators and improvement of health outcomes for clients:</p> <ul style="list-style-type: none"> • Ensure primary 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 within the Primary Health Team; and • Assess and improve health outcomes in the Aboriginal community.
Key Accountabilities	
1. Clinical Care and Program Management	<ul style="list-style-type: none"> • Provide appropriate care and clinical advice to clients and source specialised support and consultation where needed. • Organise and coordinate specialist clinics related to the program to ensure appropriate health assessments and promotion through the region. • Assist in the development and delivery of training sessions to ensure all program and clinical staff are knowledgeable and aware of relevant program information. • 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 staff to obtain information and ensure that information is accurate, easily accessible and understood by the community. • Develop partnerships with other health services and community groups to ensure the education and communication of health issues are appropriate.

	<ul style="list-style-type: none"> • Liaise with the other staff to obtain information and ensure that information is accurate, easily accessible and understood by the community. • Develop partnerships with other health services and community groups to ensure the education and communication of health issues are appropriate.
3. Teamwork 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. • Ensure compliance with relevant OH&S legislation and that any issues are identified and actioned in line with the policy.
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.
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.
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 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.
7. Workplace Health and Safety	<ul style="list-style-type: none"> • Ensure, within capability, the health and safety of yourself and employees and any other persons in the work areas for which they are responsible. • Compliance with WHS legislative requirements and site policies. • Report all hazards, accidents or incidents which could result in injury to others or damage to property. • Not intentionally or recklessly interfere with or misuse anything provided in the interests of health, safety and welfare in compliance with the WHS or other legislation. • Be familiar with emergency and evacuation procedures and participate in regular training in safety procedures.

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. Certificate III qualification in Aboriginal Health or willingness to obtain same within a 12-month period together with a requirement to obtain Certificate IV Aboriginal Health Work (Practitioner - clinical) and AHPRA registration within a further 18 months.
3. Sound knowledge of and association with the local Aboriginal community and ability to build and maintain strong relationships with the local community.
4. Experience working with health service agencies, non-government organisation, community groups and medical professionals at all levels.
5. A sound understanding of Aboriginal health and primary health care.
6. Ability to hold all relevant security clearances including the National Police Check and Working with Children clearance.
7. Current First Aid Certificate, or ability to obtain.
8. Current valid driver licence, minimum of Class "C" or equivalent.
9. Current immunisations or willingness to participate in staff immunisation program.

Desirable:

1. Strong interpersonal skills, including the ability to demonstrated empathy when required.
2. High level of written and verbal communication skills.