



# Group Facilitator

## APPLICATION PACK

Position Title	<b>Group Facilitator</b>
Program/Division	<b>Non-residential rehabilitation (Day program)</b>
Pay Level	Social, Community Housing & Disability Services Award Level 4
Position Type	Part Time, 38 hours per fortnight
Location	Ipswich
Contact	Katie Farmer, Support Services Co-ordinator
Phone	07 3620 8801
Email Application	<a href="mailto:katief@drugarm.com.au">katief@drugarm.com.au</a>
Closing Date	20 December 2019

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All Applications must include the following to be considered for the advertised position:

- Cover Letter
  - Resume
  - Written responses to Selection Criteria
  - Working with Children Check
  - National Police Check
  - Proof of Professional Body registration
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## About the Organisation

Drug ARM (Awareness Rehabilitation, Management) is a not-for-profit organisation founded upon Christian principles. Drug ARM is committed to reducing harms associated with alcohol and other drug use and provides a range of specialised services for individuals, families and communities throughout New South Wales, Queensland, and South Australia.

## Accountability

**To:** The Support Services Co-ordinator

**By:** Providing verbal and written reports on a monthly basis, or as otherwise required;

**For:** The effective and efficient delivery of roles and responsibilities in line with the policies, procedures and practice frameworks, defined outcomes and the position description.

## Background

Queensland Health is funding HOA Drug ARM to deliver an AOD non-residential rehabilitation treatment service that is 'day based', structured and intensive. It is delivered in a community setting without a residential (i.e. accommodation) component to clients 18 years and older who are experiencing moderate to severe substance dependence and require more intensive treatment than out client interventions provides. Including Aboriginal and Torres Strait Islander and person from a linguistically diverse background.

## Position Overview

The Facilitator will support the delivery of a structured intensive, evidence informed, contemporary AOD day-based program through facilitating evidence informed groups. Group facilitation will support individual client case plans addressing harmful substance use, coping skills, relapse prevention and interpersonal relationships. Groups will be required to be delivered outside normal office hours (i.e. between the hours of 6am – 8.pm)

## Position Responsibilities

The Group Facilitator will be responsible to operate within the framework and principles of harm minimisation as articulated in National Drug Strategy 2017-2026, the National Aboriginal and Torres Strait Islander Peoples' Drug Strategy (2014-19) and the Queensland Alcohol and Other Drug Treatment Service Delivery Framework 2015 (and subsequent revisions of these documents)

The Group Facilitator will;

- Be informed by contemporary evidence-based treatment services of people experiencing problematic AOD use.
- Work with clients across all stages of substance use
- Respond to the full range of psychoactive substances available (including alcohol, tobacco licit and illicit drug use, pharmaceutical drug misuse, emerging synthetics, poly drug use)
- Consider the support needs of the client and their family, including dependent children.
- Be culturally appropriate and responsive to the needs or Aboriginal and Torres Strait Islander peoples social and emotional needs and whole of health treatment frameworks
- Respond to the method of use and associated risk factors, in recognition of the fact that drug use trends change rapidly
- Work with other relevant service providers and agencies as indicted in treatment

- planning to achieve client identified treatment goals
- Flexibly meet clients' and needs varying including ways to maximise participation such as outreach, and hours of operation.

### **Prerequisites for the Position**

Group facilitation (i.e. group counselling) and delivery of therapeutic interventions in a group setting must be delivered by staff who are suitably qualified and or skilled and experienced and/or culturally recognised as suitable in the provision of specialist AOD treatment services in service settings appropriate to the target group.

#### **Qualification and Experience:**

- Undergraduate qualifications in health/human services; minimum two (2) years' experience in the sector; and membership with a relevant professional body **OR**
- Achievement of/be working towards a relevant undergraduate qualification with experience in delivering alcohol and other drug services; OR
- Certificate or Diploma level qualifications with strong experience in delivering AOD services: OR
- No qualifications but experience in delivering AOD services.

Staff will be required to have membership with a relevant professional body (or be working towards) and be a holder of a **current Blue Card**.

#### **Skills, knowledge, experience, qualifications and or/training**

- Knowledge of statutory requirements relevant to work;
- Knowledge of organisational programs, policies and activities
- Sound discipline knowledge gained through experience, training or education;
- Knowledge of the role of the organisation and its structure and service;
- Able to build effective relationships and partnerships
- Strong communication skills
- Strong community links

#### **Attitude:**

- Adhere to and practice the organisation's mission, vision and core values
- Be proactive, positive, enthusiastic, energetic, responsible and friendly
- Provide positive constructive feedback for fellow staff, supervisors, volunteers and students
- Be committed to providing quality programs and excellent services and support that represent leadership and innovation

## Selection Criteria

Please respond to each criteria question to the best of your ability.

It is not expected that all applicants will have the required experience, skills and/or knowledge in all of the identified areas. The most suitable candidate may be the one who is honest about his/her limitations and openness to new learning and skills.

- SC1** Relevant qualifications and/or experience based on the pre-requisites for this position.
- SC2** Demonstrated understanding of alcohol and other drug issues and psychosocial issues affecting adults aged over 18 years with moderate to severe alcohol and other drug use.
- SC3** Experience in delivering Peer support, including rapport building and empathy
- SC4** Flexibility to deliver services outside normal office hours (i.e. between 6am and 8.30pm) on a part time rostered basis.
- SC5** Demonstrated experience in delivering culturally appropriate support
- SC6** A good knowledge of, and skills in using the internet, Microsoft Outlook, report writing and client management databases.

### Other Requirements

- Willingness to work within the Christian principles of the organisation
- Police and/or Security clearances
- A valid Australian Driver's Licence
- Travel to the National Office or other locations for development and training;