

Yoowinna Wurnalung
Aboriginal Healing Service (YWAHS)



Yoowinna Wurnalung Healing Service
(Guna/Kurnai Language - "Our safe place")

Position Details

Position Title	Activities Support Worker
Position Number	n/a
Mode of Employment	Ongoing
Time Fraction	Part – Time potential 32 hours per week negotiable
Agreement/Award	Social, Community, Home Care and Disability Services Industry Award 2010 (SCHADS)
Classification	SCHADS Level 3, pay point 1 to Level 3, pay point 4
Remuneration	This position attracts a total hourly rate of \$30.56, to \$ 32.69 per annum (excluding 9.5% superannuation)
Salary Packaging	Up to \$15,899 per annum is available, prior to tax, along with other pre-tax packaging as fits YWAHS's PBI status.
Hours of Work	8 hours per day - Between 6.30 am and 8.00pm
Unit	Men's Time Out Service
Location	Primarily based at YWAHS 'Men's Time Out Service, Nicholson, but may be required to work at other sites within YWAHS catchment area.
Reports to	Time Out Manager
Probationary Period	A six month probationary period will apply.
Working with Children Check required	Yes, and required to advise the Department of Justice within 21 days of commencing with YWAHS. Renewal due every five years.
Police Check required	Yes, upon initial appointment, then every three (3) years - It should be noted that the YWAHS Discrimination Policy identifies that the organisation will not discriminate on irrelevant criminal history.
Driver's Licence required	Yes - current Victorian driver's licence



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Position Summary

Yoowinna Wurnalung Healing Service

Yoowinna Wurnalung Aboriginal Healing Service (YWAHS) is a Specialist Aboriginal Family Violence Service, that is an independent Not for Profit (NFP) organisation, who delivers services to the Aboriginal and Torres Strait Islander Peoples living within the catchments of Wellington and East Gippsland Local Government Area's.

We provide culturally safe services including counselling, clinical and therapeutic support, referral pathways, develop, implement and deliver family violence education and prevention programs, advocacy and post intervention support for Aboriginal and Torres Strait Islander clients and their families.

We supports the recovery and healing of Aboriginal victims, individuals, families and communities affected by family violence, and provides support to perpetrators of family violence, linking them into programs and services to address their behaviour and to help them build tools around respectful and healthy relationships with their partners, children and extended family.

Our focus is on providing Aboriginal led solutions, that are 'trauma informed', culturally safe, within holistic models of health and wellbeing.

Position Purpose

This position involves assisting and supporting the Healing Service team by developing and implementing a range of therapeutic, social, cultural and practical activities for men who attend YWAHS 'Time Out Farm'.

The activities are designed as an entry point to engage and empower men to build their skills and confidence to access services and support.

You will provide support, referral pathways and linkages through the YWAHS clinical team, both internal and external services as required.



Key areas of accountabilities

Time Out and Healing Service Activities

- Contribute to the development, and actively participate in the delivery of, therapeutic, cultural, social and education programs and activities at the 'Time Out' Farm at Nicholson.
- Ensure sign in/out documents are completed by all clients, visiting services and staff attending the Time Out Farm at any time.
- Support the delivery of therapeutic, cultural, social and education programs in the YWAHS catchment area and at other locations as directed e.g. Sale, Lake Tyers Aboriginal Trust, Orbost.
- Encourage individual clients to seek help or referral pathways through YWAHS clinical practitioners to support clients to address issues as they are presented.
- Ensure appropriate documentation is completed by clients and visiting agency staff prior to activities commencing.
- Ensure that all OH&S responsibilities including risk assessments and safety protocols are conducted for each activity at the 'Time Out' Farm and other locations as directed.

Facilities Maintenance and Environmental Services

Under the guidance of the Time Out Manager:

- Support the Time Out to team to carry out general repairs and maintenance of the 'Time Out' property's plant and equipment, machinery, sheds, fencing and homestead.
- Ensure that all safety equipment is maintained, and equipment and tools used for activities are in good working order and meet OH & S requirements

Reporting and other requirements

- Input data on a daily basis into appropriate data systems (e.g. IRIS).
- Undertake training as required.
- Participate in regular supervision with the Time Out Manager, including the development and implementation of work plans.
- Participate in annual reviews.
- Contribute to the development and implementation of YWAHS organisational plans.

Other responsibility areas (All staff)

Quality and Risk Management

Actively participate and incorporate continuous quality improvement and sound risk management principles to all aspects of the role and in accordance with YWAHS policies.

Professional Development & Education

- Actively take responsibility for maintaining professional knowledge and skills and obtain documented evidence of relevant continuing professional development as required.
- Participate in educational activities to both other staff and community groups.
- Participate in Cultural Awareness Training and Cultural educational activities relevant to the role within YWAHS on a regular basis.



Yowinna Wamahang Healing Service
/Guna/Korral Language - Our safe place/

Occupational Health and Safety

- Ensure a safe working environment is maintained to YWAHS staff and clients.
- Contribute to the development of Job Safety Assessments and OH&S processes and procedures.
- Ensure all OH&S processes and procedures are adhered to.
- Ensure all safety signage is in full view and in a language, that is clear and precise.

Cultural Diversity

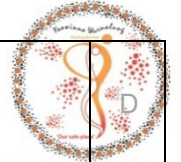
Actively participate in a continuous process of developing cultural competence by broadening knowledge of and respect for diverse individuals and communities with particular emphasis on the Wellington and East Gippsland demographic.

Teamwork

Work proactively with all members of the YWAHS Team in supporting the Unit and its strategic aims.

Position Requirements

Key Selection Criteria		
1	Demonstrated knowledge of Aboriginal culture and understanding of issues affecting Aboriginal people in a contemporary society.	M
2	Demonstrated experience running and facilitating group activities in a range of educational, practical and therapeutic settings.	M
3	Demonstrated understanding of the issues underpinning family violence particularly as it relates to the Aboriginal Men's cultural context. Knowledge of pathways and linkages to other support programs and services.	M
4	Demonstrated understanding of the issues concerning confidentiality in a service provision organisation.	M
5	A relevant qualification in Horticulture or Environmental Studies and Asset Management and Maintenance would be well regarded or Community Development with a Cultural and Therapeutic Practice experience.	M
6	Understanding of and ability to apply occupational health and safety guidelines to work practices.	M
7	Good interpersonal skills with an ability to communicate well with a wide range of clients and staff.	M



8	Demonstrated flexibility and willingness to provide excellent service whilst working co-operatively as part of a team.	
9	Demonstrated excellent time management skills.	D
10	Basic understanding of computers including use of e-mails and data systems.	D

M = Mandatory

D = Desirable

<p>Application Details</p>	<p>For further information contact:</p> <p>Daphne Yarram Chief Executive Officer, Yoowinna Wurnalung Aboriginal Healing Service Tel 03 41102100 or mob: 0408378808 Email daphney@ywahs.org.au</p> <p>Or</p> <p>Maureen Penwill Finance Manager / HR Support, Yoowinna Wurnalung Aboriginal Healing Service Tel 03 41102125 or mob: 0403234447 Email maureenp@ywahs.org.au</p> <p>Additional Information</p> <ul style="list-style-type: none"> • YWAHS is an equal opportunity employer • Aboriginal and Torres Strait Islander people are encouraged to apply • The successful candidate will undergo relevant clearances and checks including criminal history check, works with children check (if applicable), right to work in Australia and relevant current drivers' licence <p>The successful candidate will be asked to provide copies of qualifications and professional memberships/registrations</p> <p>Application Information:</p> <p>Applications are to include a covering letter; resume (including 2 professional referees) and a separate response selection criteria.</p> <p>Applications are to be submitted by email to: jobs@ywahs.org.au</p> <p>Closing Date for Applications: Close of business; Friday, 28 February 2020</p>
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