

Job title: Counsellor / Educator

Reporting to: Branch Coordinator

Purpose of the position

Possessing a sound level of clinical knowledge and skills, the counsellor educator's role is to provide culturally secure counselling, education and support to individuals, families and the local community.

Key responsibilities and duties

- Provide assessment, counselling and referral services to consumers.
- Provide support to other service providers to manage consumers with alcohol and other drug problems through shared case management and consultation.
- Develop networks, participate in community projects and provide support to local committees and other community groups.
- Provide training and education to other service providers and community groups.
- Participate in prevention and community development activities as directed.
- Facilitate educational and therapeutic group sessions.
- Participate in ongoing review and assessment of consumer progress.
- Maintain accurate clinical records including care plans, case notes and evaluations.
- Fulfil organisational responsibilities such as attending staff meetings, case conferences, supervision and further training and professional development.
- Be aware of, support and promote occupational health and safety standards.
- Contribute to and promote the implementation of Palmerston's Standards on Culturally Secure Practice (Alcohol and Other Drug Sector).
- Provide additional clinical services in the areas of clinical supervision, family counselling, youth counselling as directed by the manager.
- Other duties as required.

Relationships

- Work collaboratively with branch counsellors, managers and staff.
- Develop effective relationships with other Palmerston branches and external agencies as appropriate.

Selection criteria - essential

- Tertiary or equivalent or relevant qualifications in social, behavioural or health sciences or equivalent experience.
- Demonstrated and well developed assessment and counselling skills.
- Experience in developing and delivering education and training programs.
- Experience working within a multi-disciplinary team.
- Knowledge of alcohol and drug issues.
- Well developed oral and written communication skills.
- Ability to communicate effectively with a range of people from culturally and linguistically (CALD) diverse backgrounds including Aboriginal and Torres Strait Islander peoples

Note:

A valid driver's licence and reliable vehicle may be required for certain positions.