



POSITION DESCRIPTION

POSITION TITLE:	Counsellor / Health Promotion Worker
PROGRAM:	Thorne Harbour Country - Bendigo
STATUS:	0.5 EFT (19 hours) per week Counselling and 0.1 EFT (3.8 hours) per week Health Promotion
REPORTING TO:	Program Coordinator, Thorne Harbour Country
LOCATION:	Thorne Harbour Country Community Hub. From time to time the incumbent may be outposted to other Thorne Harbour Health sites or outposted to collaborating centres
CLASSIFICATION:	VAC-GMHC Employment Agreement April 2014 Social Worker Class 2 SACS Level 5

1. ORGANISATIONAL ENVIRONMENT

Thorne Harbour Health is a community-controlled LGBTI organisation, governed by our members, and working for our sex, sexuality and gender diverse communities.

For 35 years as the Victorian AIDS Council (VAC), the organisation led the Victorian community's response to HIV and AIDS. Our work has now moved beyond Victoria and Thorne Harbour Health is responding to a broad range of issues. Thorne Harbour Health aims to improve the health, social and emotional well-being of LGBTI communities and those living with or affected by HIV, with a particular emphasis on bringing the HIV and AIDS epidemic to an end.

Our Vision

We envision a healthy future for our sex, sexuality and gender diverse communities, a future without HIV, where all people live with dignity and wellbeing.

Our Mission

We devise and deliver effective community-driven health and wellbeing programs. We advocate to reduce stigma and discrimination.

For more information on our organisation please visit our website www.thorneharbour.org

2. PROGRAM CONTEXT, ROLE & FOCUS

The Counselling team, the Alcohol and Other Drugs team, the Family Violence Team and the Capacity-building team make up the Therapeutic and Capacity-building Services at Thorne Harbour Health.

Our Counselling Service provides therapeutic counselling to individuals, couples, and families as well as group programs. These specialist services target the LGBTI community and people at risk of, living with or otherwise affected by HIV or Hepatitis C. These services are currently delivered at multiple sites, with future development opportunities to co-locate services based on identified need.

Thorne Harbour Country is our Bendigo based health promotion program. Thorne Harbour Country provides support, resources and information around LGBTI wellbeing, HIV, Hepatitis C and sexual health across the Loddon Mallee. Thorne Harbour Country operates a Community Hub that provides a safe place for the LGBTI community and PLHIV to connect and access information resources and referral services.

The counselling team includes therapists (both paid staff and volunteers) with Counselling, Psychology and Social Work qualifications with training in different therapeutic modalities.

This position reports operationally to the Program Coordinator, Thorne Harbour Country and receives clinical supervision and support from the Team Leader, Counselling via telephone, video conferencing and/or face to face. Travel to Melbourne on occasion will be expected in this role.

3. POSITION ROLE AND RESPONSIBILITIES

The Counselling service aims to support positive change with clients from the HIV, Hepatitis C and LGBTI communities through the delivery of evidence-based therapeutic individual, couple, group and family counselling interventions to clients and their families. It also supports the work of the Alcohol & Other Drugs, Family Violence and Capacity Building teams. Given the regional focus of this role, it is expected that the incumbent understands how these issues effect regional and rural population groups.

A key component of the Counsellor's role will also include ongoing liaison and partnering with other services in the organisation and with external service providers to facilitate client access to needed services, to support the realisation of positive health and well-being outcomes.

Key roles and responsibilities of the Counsellor/Health Promotion Worker are as follows:

Intake and assessment

- Provide comprehensive and professional intake, assessment and referral services
- Participate actively in client allocation and review processes

Therapeutic counselling

- Deliver high quality, evidence-based, short-term therapeutic counselling relating to the health and well-being of individuals, couples, families and groups who are living with or affected by HIV or Hepatitis C, and to other LGBTI clients on a wide range of issues
- In collaboration with the client(s) and their significant others:
 - Determine details of the type and duration of counselling interventions required to address the therapeutic needs of the client, building on the plan provided at intake and assessment
 - Deliver evidence-based psychosocial interventions including but not limited to brief interventions, narrative and strengths-based approaches, psychodynamic, systemic, contextual, rights/advocacy and trauma-informed practice modalities.
 - Undertake exit planning.
- Maintain the required clinical caseload
- Contribute to the design of group programs and provide co-facilitation of group programs

- Maintain accurate records of client case notes and contacts and ensure data entry on the client data base is up to date, accurate and complete
- Achieve performance targets as set and work within Program guidelines
- Work within Thorne Harbour Health privacy policy and adhere to all Thorne Harbour Health policies and procedures, including professional codes of practice

Health Promotion

- Assist in the efficient delivery of Thorne Harbour Country's education activities, including support for specific project tasks and coordination of the program's activities. This may include supporting community hub activities, social groups and events.
- Provide information and referral support for LGBTI clients impacted by alcohol and drug use and/or family violence. In addition, the worker will support the development of health promotion and harm reduction resources through working with peer led and community groups.
- Assist in the implementation of social marketing campaigns in collaboration with the Program Coordinator and/or external organisations and stakeholders. This can include print materials such as posters, pamphlets and press advertisements, online advertisements, writing articles for the print media, planning and/or assisting in planning community forums and other activities to build the capacity of target groups to respond to and address a range of health promotion issues, and assisting in the development and promotion of social marketing campaigns

Capacity building

- Provide secondary consultation to providers who work with people at risk of, living with or affected by HIV and Hepatitis C and/or LGBTI clients in the public and private sectors, focusing on issues specific to the Counselling Service client group and strategies for effective engagement
- Contribute to the development and delivery of training programs directed at building sector capacity, within the scope of the counsellor's expertise
- Contribute to the delivery of community education programs and resources aimed at building awareness of key issues in counselling
- Network with external organisations and proactively seek to partner in service delivery and advocacy activities

Professional liaison and consultation

The Counselling Service provides an important opportunity for sector development and the Counsellor role will model and advocate for appropriate sector responses for clients with who are living with or affected by HIV, Hepatitis C and/or may be LGBTI. The success of this aspect of the Counsellor role is dependent on productive and professional relationships with internal and external collaborators.

- Participate in team planning, steering / reference groups and working parties both internal and external to the organisation, as appropriate to the service
- Act as a representative in forums and related interagency meetings as required
- Maintain regular communication and feedback with the Team Leader to initiate and support ongoing service improvement

Leadership and participation

The success of the Counselling Service relies on the energy, capacity, and contributions of staff that operate in a supportive and learning environment. Staff will engage, contribute, learn, and shape the services going forward

- Work collaboratively with the Counselling Team Leader and the Program Coordinator, along with staff from other parts of Thorne Harbour Health, to implement operational processes that support service delivery
- Work as part of the Counselling, AOD and Family Violence staff group, contributing ideas and suggestions to support service innovation and program development
- Work with management and staff to enhance the provision of quality and effective counselling services and allied services that will benefit the client groups
- Ensure professional codes of practice and ethics are in place and adhered to within the Counselling Service
- Actively participate in ongoing professional development activities, including individual and group supervision and by attending relevant training
- Undertake other duties as directed in support of the organisation and its objectives

Operational management

- Monitor data collection, records management and reporting to ensure that they meet requirements of the Counselling, AOD and Family Violence Service and requirements of funding bodies
- Work with the Team Leader, Counselling program and the Program Coordinator to undertake case /workload management, retention and performance review processes
- Contribute to the development and maintenance of policies and procedures that reflect and guide the objectives and operations of the Counselling Service

4. KEY SELECTION CRITERIA

Qualifications

1. Relevant tertiary qualification in health or welfare, such as social work, psychology, counselling, or psychotherapy
2. Eligibility for membership of a relevant professional association (e.g., AASW, AHPRA, APS, PACFA)
3. Current Driver licence

Skills and experience

1. Knowledge of and experience with evidence-based therapeutic frameworks that can be applied in short-term counselling practice
2. Experience and competence in the design and delivery of face-to-face individual, family, or group counselling involving a diverse client group, including marginalised communities
3. Experience, interest and a willingness to work with people living with or affected by HIV, Hepatitis C, and/or from LGBTI communities in a non-judgemental and respectful manner
4. Ability to convey warmth, openness, empathy and concern for the wellbeing of clients
5. Capacity and willingness to contribute to a supportive and productive team environment
6. Experience in advancing external partnerships, with service providers and other stakeholders, to enhance care pathways and build sector capacity

Desirable

1. Demonstrated experience in one or more of the following areas:
 - Peer support frameworks
 - Design and delivery of training to professionals.
2. Eligibility and willingness to obtain a Medicare provider number registered for the provision of rebated services such as Better Access to Mental Health and Focussed Psychological Strategies.
3. Qualification in Family Therapy or Relationship counselling

5. CONDITIONS OF EMPLOYMENT

- Salary is paid in accordance with the VAC Employment Agreement 2014. The classification for the position is Social Worker Class 2 SACS Level 5, pay point commensurate with experience.
- Salary is paid in accordance with the VAC Employment Agreement 2014 and will commence on a pro-rata basis, with the pay level commensurate to experience.
- Salary packaging is offered and is a legitimate method of restructuring existing salary into a combination of salary and expense payment benefits to provide a higher net remuneration for the employee.
- Employer's contribution to superannuation (9.5%) will also be paid.
- Conditions of employment are as stated in the VAC Employment Agreement 2014.
- The position is for 22.8 hours per week. Overtime is not paid; however, it can be taken as time-in-lieu with prior approval from the Manager.
- Fridays are essential, other days are negotiable.
- Completion by Thorne Harbour Health of a satisfactory police check.
- A Working With Children Check is required for the position.
- A willingness and ability to work flexible hours is required, including some early morning, evening and weekend meetings and other work-related commitments.
- A Confidentiality Agreement must be signed.
- Thorne Harbour Health is an equal opportunity employer. All staff members are required to contribute to creating a non-discriminatory workplace.
- Thorne Harbour Health provides a non-smoking workplace.
- Membership of the appropriate union is strongly encouraged.
- Applicants must be either Australian citizens, or have permanent resident status.

6. PROFESSIONAL SUPERVISION

Thorne Harbour Health has a commitment to ensuring that Thorne Harbour Country staff members receive high quality professional supervision on a regular basis. The Counsellor is required to attend this supervision, which may mean travel to Melbourne from time to time or attendance via video conferencing.

7. WORKPLACE HEALTH & SAFETY

As an employee of Thorne Harbour Health, staff members need to strive to ensure a safe and healthy workplace by complying with the provisions of Section 25 of the Occupational Health and Safety Act 2004 (Duties of Employees).

8. APPLICATION PROCESS

Written applications addressing the selection criteria and including a resume and the names and contact details of three professional referees should be sent to recruitment@thorneharbour.org

For further enquiries please contact: Jake Peterson, Team Leader Counselling on (03) 9865 6700

Applications close COB Friday, 9 October 2020.

Important: it is essential that applicants specifically address the selection criteria. Where selection criteria have not been addressed, applications will not be considered.