



POSITION DESCRIPTION

STARTTS is committed to Equal Employment Opportunity (EEO) and anti-discrimination policies.

POSITION NUMBER: 1146-A

Date reviewed/created: March 2021

POSITION TITLE: Community Development/Groupworker (Kurmanji Speaking Community)

TEAM: Community Development

LOCATION: Armidale

AGREEMENT: "NSW (Non-Declared) Affiliated Health Organisations' Professional and Associated Staff Agreement".

CLASSIFICATION: Health Education Officer, or other relevant classification based on qualifications, experience and requirements of the role.

A generous salary packaging scheme is also offered.

PERIOD OF APPRAISAL: Performance will be assessed within 6 months of commencement and a 6 month probationary/qualifying period will also apply.

Background to STARTTS

STARTTS is a state-wide service funded by the NSW Department of Health and Commonwealth Department of Health to provide high quality assessment, treatment and rehabilitation services to people living in NSW who have experienced organised violence or trauma associated with the refugee experience. STARTTS is an Affiliated Health Organisation (AHO), a Non-Government Organisation whose services are deemed to be part of the NSW public health system.

STARTTS' service provision philosophy is predicated on a bio-psycho-social framework that incorporates a large range of clinical and psycho-social interventions informed by the latest advances in neuroscience and evidence based practice in relevant fields. As such, STARTTS provides a broad range of services including assessment; counselling for all age groups; psychiatric assessment and interventions; family therapy; group interventions; body-focused interventions such as massage, physiotherapy, acupuncture and pain management groups; support groups; programs for children and youth; and various strategies to increase the capacity of support networks and refugee communities to sustain their members.

The focus of the STARTTS' approach is on building capacity and empowering people and communities to take control over their own lives, using a strengths-based approach and building on individual, family, community and cultural strengths.

Background to the Program Area of the position

This position will be placed in the Community Development Team and will include activities related to both Mental Health-Community Living Support for Refugees (MH-CLSR) and wider STARTTS services. The Community Services Team covers a wide range of services for refugee individuals, families and communities. The team is managed by the Community Services Coordinator and it consists of 4 smaller teams (School Liaison, Youth, Community Development and FICT) and the following positions: CD Evaluation Officer; Grants, tenders and Fundraising Officer; CiCT Project Officer; Community Cultural Development Officer and CD Policy officer. The Community Services Team is integral to the STARTTS systemic approach to recovery of torture and trauma survivors.

MH-CLSR is a unique program that aims to provide trauma-informed, recovery focused and culturally appropriate psychosocial supports to refugees and asylum seekers who are experiencing psychological distress, mental ill health and impaired functioning.

The objectives of MH-CLSR are:

- To improve the mental health, wellbeing and functioning of program clients
- To increase social participation and community integration of program clients

- To prevent acute mental health crises and avoidable admissions to hospital or presentations to emergency departments

STARTTS is in a partnership with New Horizons to deliver MH-CLSR in the following Local Health Districts: South West Sydney, Central Sydney, Hunter New England and Mid-North Coast.

ORGANISATIONAL RELATIONSHIPS:

1. Responsible to: Community Development Team Leader
2. Responsible for: Nil

SELECTION CRITERIA:**Essential Criteria:**

1. Thorough knowledge of the culture, history, and current issues of Ezidi refugee community now residing in Northern NSW.
2. Fluent in written and spoken English and Kurmanji.
3. Understanding of counselling and/or casework.
4. Understanding of refugee issues, and the effects of torture on individuals, families and communities
5. Ability to work as a team member in a multidisciplinary team.
6. Understanding and demonstrated experience of community liaison, community education, community development and/or community work.
7. Demonstrated groupwork skills and/or experience.
8. Relevant computer skills including use of Microsoft applications.

Desirable Criteria:

1. Relevant tertiary qualifications – Social Work, Psychology or equivalent.
2. Training/ adult education skills and/or experience.
3. Current NSW Driver's License.
4. Knowledge of stakeholders in refugee/migrant sector.

*This position is considered child-related employment and will require a Working with Children Background Check and a National Criminal Record Check.

BRIEF DESCRIPTION OF ROLE

This position will be working within STARTTS Community Services Team to enhance infrastructure and capacity of Ezidi refugee community in Armidale with the aim of creating a supportive environment for torture and trauma survivors within those communities. The position will also provide appropriate groupwork interventions using a culturally congruent approach specifically for the clients of the MH-CLSR Program in Armidale.

PRIMARY OBJECTIVES:

1. To assist in identifying needs and capacities of torture and trauma survivors from Ezidi refugee community now residing in Northern NSW, and provide groupwork and/or community development interventions as directed.
2. To assist counselling, community work, MH-CLSR, body work, and other sessional staff at STARTTS to provide services to torture and trauma survivors from Ezidi refugee community in Armidale.
3. To assist in development of relevant community education, community development, social support programs, training and research projects of benefit to people from Ezidi refugee community in Armidale.
4. To assist in provision of consultancy or training to agencies seeking to provide services to people from Ezidi refugee community in Armidale.

5. To improve the mental health, wellbeing and functioning of refugee clients suffering from severe and complex mental health issues through provision of a range of psychosocial supports for mental health.
 6. To increase social and economic participation and community integration of clients.
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PRIMARY DUTIES:

1. Groupworker

- 1.1. Work with relevant STARTTS staff to identify appropriate groupwork interventions for Ezidi refugee community in Armidale.
- 1.2. Undertake Families in Cultural Transition (FICT) Training and co-facilitate FICT groups as required.
- 1.3. Identify and facilitate other relevant groups as per community's requests and needs.
- 1.4. Undertake MH-CLSR Living Skills Groupwork Training and deliver CLSR Living Skills groups to CLSR clients.

2. Promotion and Relationship Building

- 2.1. Develop links between Ezidi refugee community in Armidale and MH-CLSR staff.
- 2.2. Support relevant organisations to help address stigma associated with mental illness and increase mental health literacy in Ezidi refugee community.
- 2.3. Attend relevant interagency meetings when required.
- 2.4. Identify and attend relevant Ezidi forums and events.
- 2.5. Contribute to the process of Ezidi translations of promotional materials.
- 2.6. Ensure all Ezidi sub-groups in Armidale have equal access to all relevant STARTTS services.

3. Community Development, Community Education and Social Support

- 3.1. Promote STARTTS services to Ezidi refugee community in Armidale through an information strategy including community information sessions, printed information in community languages and community radio if available. This includes translation of relevant information regarding STARTTS services where appropriate.
- 3.2. In conjunction with other STARTTS staff, develop and maintain productive partnerships between STARTTS and other services and relevant community organisations in Armidale.
- 3.3. In collaboration with STARTTS Community Development staff, identify needs and capacities of the Ezidi refugee community in Armidale and participate in planning, implementation and evaluation of appropriate community development strategies including community infrastructure and capacity building.
- 3.4. Participate in youth focused initiatives particularly sport & residential programs where appropriate.
- 3.5. Develop and implement strategies, including community liaison and education, designed to enhance links between STARTTS and Ezidi refugee community.
- 3.6. Participate in STARTTS community consultations program.
- 3.7. In consultation with other staff develop and implement specific projects to address gaps in service provision.
- 3.8. Participate in relevant ethno-specific and other forums
- 3.9. Participate in and assist with STARTTS Training Program where relevant to identified communities.

4. Training and Supervision

- 4.1. Undertake on-the-job training where relevant.
- 4.2. Participate in community development mentoring.

- 4.3. Participate in regular STARTTS staff development days.
- 4.4. Participate in group co-facilitation where appropriate.
- 4.5. Undertake comprehensive STARTTS induction program.

5. Reporting

- 5.1. Provide bi-monthly progress reports to CD Team Leader.
- 5.2. Prepare other reports as required.

6. Personnel

- 6.1. Participate in STARTTS Performance Management program and in the development of an annual Work Plan.
- 6.2. Be an active participant in team meetings to maximise contribution to the work of the team
- 6.3. Participate in STARTTS staff meetings and other relevant meetings
- 6.4. Work to ensure professional and co-operative working relationships within own team and with other departments across STARTTS.
- 6.5. Participate in identifying quality improvement initiatives/strategies.
- 6.6. Attend and participate in all training opportunities identified for the role.
- 6.7. Liaise with and seek senior advice as required.

7. As a STARTTS employee you are expected to:

- Have commitment to Human Rights, EEO, WHS and Safe Work Practices.
- Carry out the role and responsibilities in a manner that is consistent with delegations, policies, procedures and operations systems of STARTTS and in line with STARTTS Code of Conduct.
- Maintain confidentiality and exercise discretion in relation to all STARTTS matters.
- Actively seek to improve skills and knowledge that will benefit the organisation.
- Project a professional image at all times and in all situations.
- Undertake any other duties that may be required within the area of work.

Equal Employment Opportunity and Staff Relationships:

- STARTTS is an Equal Employment Opportunity (EEO) employer and encompasses its philosophy and practice.
- STARTTS rejects racism and sexism in all its forms and is committed to the elimination of racial and gender discrimination including direct and indirect racism and sexism, racial vilification, and harassment.

STARTTS Workplace Policies

You must observe and comply with the provisions set out in any and all written policy, practice or procedure of STARTTS. A breach of STARTTS' policies, practices and procedures may result in disciplinary action up to and including termination of your employment.

Work Health & Safety responsibilities:

- Comply with STARTTS WHS policies and procedures.
- Work with due care and consideration to safeguard your own health and safety and the health and safety of others, and to report to your Supervisor any potential hazards, mishaps, incidents or injuries that may occur or become aware of during the course of work.

Risk management responsibilities: All staff have a responsibility to identify any risks (ie the chance of something happening that will have an impact on the objectives of the organisation) in the course of their work and to inform their supervisor, as per the *STARTTS Risk Management Policy and Program*.

Smoke-free Workplace

STARTTS is completely smoke-free. This means that smoking is not allowed in any STARTTS' buildings, vehicles or grounds, there are no designated smoking areas. As an employee you are required to comply with the 'Non-smoking' Policy.

I have read the **Community Development/Groupworker (Kurmanji Speaking Community)** Position Description, understand its contents and agree to work in accordance with the requirements of the position. I understand and accept that I must also comply with STARTTS' policies and procedures and can be required to work in any location under the jurisdiction of STARTTS.

I also agree to strictly observe STARTTS' policy on confidentiality of client information or such other sensitive or confidential information that I may come across in the course of my employment.

Employee Name: _____
Please print

Employee Signature: _____ **Date:** _____

CHIEF EXECUTIVE OFFICER: Jorge Aroche

Signature: _____ **Date:** _____

The review for this Position Description is due: March 2023