



# Case Worker

# APPLICATION PACK

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| Position Title    | Case Worker   |
| Program/Division  | QCS Substance misuse program  |
| Pay Level         | Social, Community Housing & Disability Services Award Level 4         |
| Position Type     | 45.6 hours per fortnight  |
| Location          | Woodford  |
| 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      | Please submit your application as soon as possible for consideration. |

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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

**Please note - Offers of Employment will only be made after, Drug ARM is in receipt of Criminal History and/or Blue Card approvals.**

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## About the Organisation

Drug Awareness Rehabilitation and Management (Drug ARM) 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 Drug ARM Executive Director (ED) or nominee
- 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 Corrections Service is funding Drug ARM to deliver the provision of substance misuse group programs, including relapse prevention, brief interventions and service solutions for persons in custody or under community supervision to address substance use and related issues. The delivery locations will include Probation and Parole District Offices and permanent reporting Centres across Queensland as well as government operated correctional centres.

## Position Overview

The Case worker primary role will be group facilitation and they will co-facilitate a range of psycho-education group sessions to persons in custody or under community supervision to address substance use and related issues. The groups will consist of, short and low intensity groups, moderate intensity groups, and high intensity group programs. They will be required to conduct an initial engagement with program participants to assist to development of rapport and individual outcomes for the participant. The worker will carry out a pre-enrolment interview and have the participant sign a consent form in relation to engaging in the intervention and their level of participation, and also conduct pre and post testing. The pre and post testing will align to the intensity of the program being offered. Pre and post testing's will be conducted with participants to gauge their level of knowledge regarding program content and for short, low and moderate programs, and higher intensity programs completing a psychological assessment as required.

## Responsibilities

The **Case Worker** 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 case worker will;

- recognise the spectrum of substance use and stages of change
- 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.
- respond to the method of use and associated risk factors, in recognition of the fact that drug use trends change rapidly
- flexibly meet clients' and needs varying including ways to maximise participation such as outreach, and hours of operation.

Core components of the role will include engagement and pre and post testing assessment, group dynamics and facilitation, a knowledge of brief interventions, counselling using endorsed therapeutic approaches, harm reduction education and information, and possible referral options to other services.

## Requirements

1. Deliver psychoeducation group facilitation to persons in custody or under community supervision to address substance use and related issues.
2. An understanding of group dynamics, group facilitation and the delivery of alcohol and other drug psychoeducation in group settings.
3. An understanding of Motivational Interviewing and the Stages of Change model and relapse prevention strategies.
4. Provide pre and post testing sessions to identify goals and psychosocial issues, discharge/post treatment
5. To ensure the service are delivered across a range of venues including Correctional Centres and Probation and Parole District offices.
6. Work collaboratively with correctional centre staff and other relevant agencies.
7. Other duties as required from time to time to enhance services

## Pre-requisites for the Position

### 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 intensive 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**

**Criminal History Checks**

Staff will be required to undergo a Criminal History Check conducted by Queensland Police and will also be required to complete Correctional Centres Criminal History Disclosure and Consent form. A **QCS ID** card will be required prior to staff accessing correctional facilities.

**Offers of Employment will only be made after, Drug ARM is in receipt of Criminal History and Blue Card approvals**

**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

**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;