



| JOB DESCRIPTION | | | | |
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| Section | Piliyintinji-ki – Stronger Families | | Work Unit | Programs |
| Job Title | Men’s Centre – Team Leader | | Level | 8.1 – 8.4 |
| Job Type | Full Time | | Duration | Reliant on ongoing funding |
| Salary | \$97,616 - \$114,534 pa | | Location | Tennant Creek |
| Position Number | PSF 2 | Budget | PSF | Closing |
| Contact | People and Capability – 08 8962 2633 | | | |
| Position reports to | Executive Manager Piliyintinji-Ki - Stronger Families | | | |
| Information for Applicants | <p>Applications must be submitted Online via Anyinginyi Health Website, providing a one-page summary sheet, with a detailed resume/cv and response to the Selection Criteria. Alternatively provide your application in person or to hr@anyinginyi.com.au</p> <p>Confirmation of employment is dependent on the outcome of successful application for an Ochre Card/ Working with Children’s Card.</p> <p>As per Anyinginyi Health Aboriginal Corporation Policy, all employees are preferred to be vaccinated against COVID-19 with a minimum of 3 COVID-19 vaccinations.</p> | | | |
| Hours of Work | Monday – Friday, excluding public holidays. 8.00am – 4.30pm. | | | |
| Special Measures | Identified role | | | |
| About Benefits | <ul style="list-style-type: none"> ▪ Salary packaging up to \$15,899.94 pa. ▪ Subsidised accommodation for candidates outside of the Barkly region. ▪ Up to \$5000 relocation assistance and up to \$5000 repatriation assistance. ▪ 6 weeks annual leave as well as personal/carer’s leave up to 10 days per year. ▪ Study leave can be negotiated. ▪ Remote retention allowance of \$750. ▪ Employee access to Anyinginyi Health Clinic – with free Prescriptions. ▪ Free General Dentistry (Lab Work to be paid by employee). | | | |
| <p><i>This ATSI Identified Position</i></p> <p><i>This position is designated Indigenous under Section 57 of the NT Anti-Discrimination Act. Aboriginal & Torres Strait Islander women are encouraged to apply.</i></p> | | | | |

OUTLINE OF POSITION OBJECTIVES

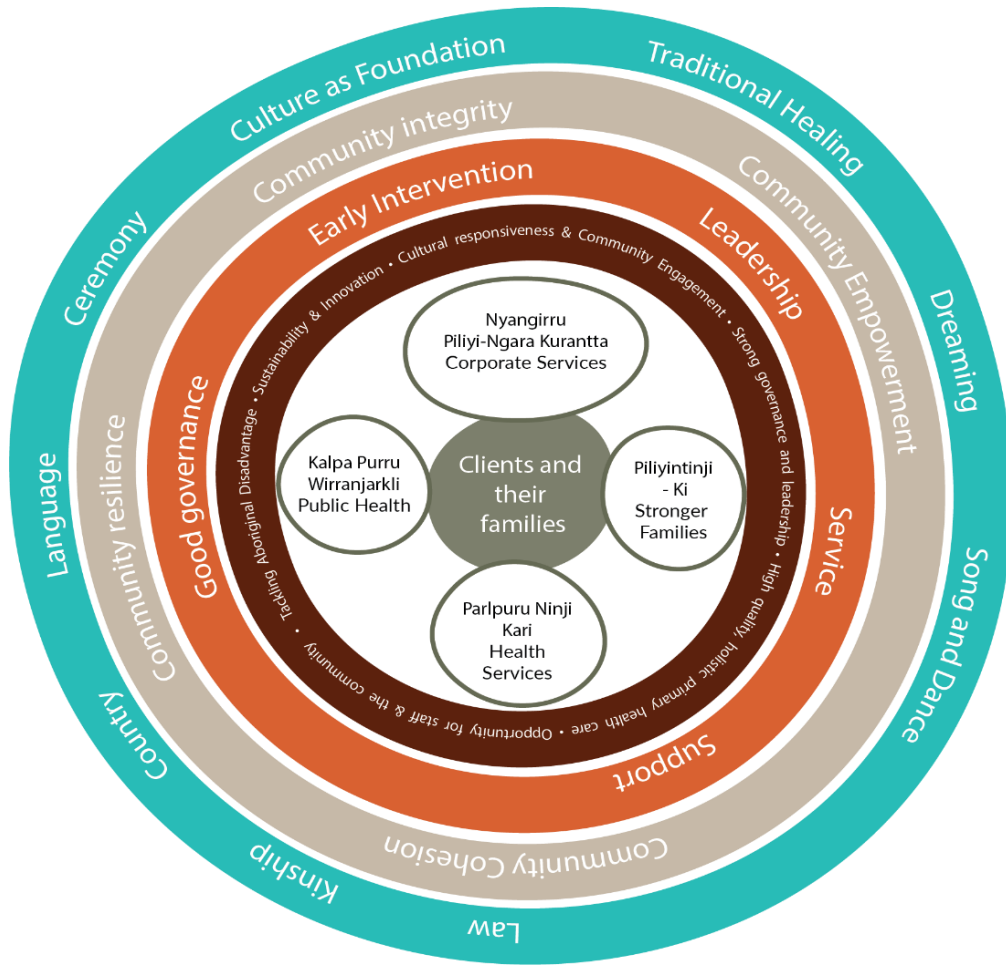
To lead a team of Community Support Workers (CSW) and initiate the development, implementation and/or facilitation of the Piliyintinji-ki Stronger Families (PSF) programs and services within the Men’s Centre.

Facilitate and coordinate all PSF Men’s Centre programs and through a coordinated range of approaches to promote individual and community well-being. The service outcome is to achieve a reduction in the incidence of family violence, alcohol abuse and community difficulties and family dysfunction for people in the Tennant Creek region and increase family and community safety and cohesion.

To also be guided by a Culturally responsive framework to achieve best practice through a wraparound service model providing review and implementation in line with report 2017 ‘A Practical Framework for Strengthening Culturally Responsive service delivery within the Piliyintinji-ki Stronger Families’.



PRIMARY HEALTH CARE DELIVERY MODEL



Anyinginyi Health adopts a social community development approach to delivering primary health care ensuring Aboriginal people have the right to affordable, accessible, and appropriate health care. Primary Health care has a broad focus on the social conditions and environment rather than just health care service. Anyinginyi Health’s holistic approach is based on social justice, equity, community inclusion and social acceptability broadly linked with the social determinants of health.

The integration of preventative measures through public health awareness, education, health promotion and community development are key to community capacity build and to empowering Aboriginal individuals, families and community accepting self-responsibility for health and wellbeing. When managing Aboriginal client care the three components of family, community and culture are intrinsic to good health outcomes.

The model recognizes the strong role Culture and Cultural Authority plays in a holistic approach to good health and well-being. The model respects the diverse cultural leadership structures and cultural identities of Aboriginal people, families and clients. Culture sets the foundation for Anyinginyi to strive to be compliant with maintaining cultural respect and ensures the principles of cultural responsiveness are considered in the design & implementation of health care. Our model integrates Primary Health Care best practice and Cultural best practice – this is how we do business.



ABOUT US

Established in 1984, Anyinginyi Health Aboriginal Corporation (AHAC) is a multi-disciplinary organisation providing holistic primary health care to Aboriginal people of Tennant Creek and four small communities in the Barkly Region an area almost 150,000 sq.km in size. Anyinginyi remains dedicated to 'Closing the Gap' in Aboriginal health within remote Australia.

Anyinginyi is made up of four different sections (Health Services, Corporate Services, Public Health Unit and Piliyintinji-Ki Stronger Families) which allow them to have a holistic approach to health ensuring that clients' physical and emotional health and wellbeing is given the utmost priority.

Our Vision

Aboriginal people in the Barkly region enjoy equity in health status with that of other Australian citizens.

Our Purpose

To be a provider of high quality holistic primary health care services to the Aboriginal communities of the Barkly region in a culturally responsive way.

ABOUT THE TENNANT CREEK REGION

Year-round blue skies, stunning landscapes and vibrant, diverse and warm communities - that's life in the Northern Territory! Only a short flight from most Australian cities, Tennant Creek is not just a must-see destination renowned for its individual identity and rich cultural heritage but is a remarkable community to set up home in!

500km north of Alice Springs, Tennant Creek was once a rough and tumble droving town but is now a modern town and one of the Territory's most populated areas. It is home to a major regional hospital, a university, schools, shops and a supermarket, accommodation, bars, clubs and restaurants, banking facilities, sporting clubs and an airport - everything you need to set up a relaxing new lifestyle! People from all walks of life find themselves calling Tennant Creek home.

DUTIES

Strategic Imperatives

- Ability to demonstrate skills transfer to Aboriginal staff employed in the same work area as the contracted employee.
- Participate in the development and implementation of strategies for providing mental health and social and emotional wellbeing services to Aboriginal and Torres Strait Islander people in Tennant Creek and The Barkly region.
- Ensure achievement of Business and strategic Plan outcomes are aligned to the Piliyintinji-ki Stronger Families (PSF) practices through program and service delivery. Using the report of 2017 'A Practical Framework for Strengthening Culturally Responsive service delivery within the Piliyintinji-ki Stronger Families'.
- Contribute to the development of operational and program goals and plans for mental health and social and emotional wellbeing services and referrals
- Maintain and record all evidence-based documents, including data entry and monthly reporting.



- Continuous review and development of practice in line with the report of 2017 'A Practical Framework for Strengthening Culturally Responsive service delivery within the Piliyintinji-ki Stronger Families'.
- Complimenting deliverables within the outreach framework referring to the report 'A Practical Framework for Strengthening Culturally Responsive service delivery within the Piliyintinji-ki Stronger Families'.
- Support the coordination of local indigenous family violence action plans.
- Continuous review and development of practice in line with the 'A Practical Framework for Strengthening Culturally Responsive service delivery within the Piliyintinji-Ki Stronger Families'. Report complimenting deliverables within the outreach framework.
- Ensure compliance with funding agreements, including reporting requirements and ensuring funds are expended in line with grant terms and conditions.

Decision making

- This position reports to the Executive Manager, Piliyintinji-ki Stronger Families, and will consult with the Executive Manager in undertaking responsibilities, making recommendation to achieve the aim of the responsibilities of this position as well as achieving the goals of the organisation.
- Provide leadership by making reasonable decisions that provide best practice for the day to day operations, that also provide clear supervision within your support worker team, modelling excellent support and care, and effectively deploying the team and other resources so that the people your team supports experience excellent outcomes.
- Provide outcomes through a collaborative wraparound culturally responsive framework.

Develop and coordinate external support networks

- Liaise and develop service referrals and provision with government and non-government agencies at appropriate levels to holistically support physical health, mental health and wellbeing needs of individual clients.
- Develop partnerships with key agencies to support the delivery of services where appropriate/possible.
- Support individual clients holistically to access support services e.g. counselling, health support, community activities and educative programs using a case management framework.
- Work collaboratively with the team to develop and deliver cultural responsive links with community and family connections, which supports the engagement and connection to learning of the wider community.
- Network effectively and develop stronger relationships with Indigenous and mainstream service providers within the Barkly Regions.
- Develop resources and key networks involving Alcohol and other Drugs (AOD), Social and emotional wellbeing (SEWB), and individual, family and community safety.

Multidisciplinary Practice

- Participate in program provision and the supervision of Community Support workers to ensure wellbeing in an inclusive learning and supportive environment.



- Collaborate with the PSF team to support a socially inclusive program that responds to the physical, intellectual, social, spiritual and cultural responsive needs of family and individual clients in a timely manner.
- Participate in the daily routines and activities of the PSF program that delivers outcomes within a timely manner such as regular meetings, information sharing, project planning, quality assurance and overall Work Health and Safety.
- Working with the team to initiate Case Management Plans to support clients.
- Undertake a direct program provision role with a focus on health, wellbeing and engagement within the PSF and greater communities of the Barkly region.
- Uphold the vision, mission and priorities of the organisation as determined by the Board of Directors and outlined in Anyinginyi's Strategic Plan.
- Promote and support the positive role modelling of alcohol, tobacco and other drugs free from the workplace and exemplify aligned behaviours within the community at all times.

Administrative Responsibilities and Quality Assurance

- Maintain appropriate records and prepare reports as required and meeting required timelines.
- Ensure compliance through maintaining client and staff records, databases and care planning processes.
- Provide detailed Monthly reporting to the Executive Manager.
- Maintain and record regular supervision of CSW staff.
- Support the development and implementation of individual staff capacity building plans.
- Initiate, coordinate and/or participate in quality improvement activities in collaboration with all staff and clients to ensure best practice. Continuous improvement of systems is achieved to meet professional and industry standards and compliance, including work health and safety within a culturally responsive framework.
- Contribute holistically to the maintenance of Anyinginyi's accreditation and compliance by conducting regular internal audits and cooperating with external auditors as required.
- Work within budgets, including expending funding against section allocation while ensuring funds are expended in line with grant terms and conditions.

Safe Practice and Environment

- Proactively contribute to addressing WH&S hazards, incidents and injuries and adhere to infection control processes.
- Contribute to the regular training, monitoring and review of practices and the work environment to ensure a healthy and safe workplace in accordance with Anyinginyi policies, procedures and legislative requirements.
- Foster a professional and culturally safe work environment through supportive and effective management of identified issues utilizing 'LOGQC', recording WHS meeting minutes and implementation of processes discussed within your team.
- Complete and maintain risk assessing and assessments in all areas such as community risks when performing outreach responsibilities, accessing remote environments and all other possible areas that PSF serves.



- Keep secure and maintain Anyinginyi's Piliyintinji-ki Stronger Families Centre and equipment in a clean and safe condition to ensure employees, clients and visitors are provided with a safe and healthy environment at all times, liaising with the Executive Manager where maintenance is required.

Lead and Supervise Community Support Workers (CSWs)

- Lead and support culturally appropriate professional practice and where necessary train and mentor others.
- Work collaboratively with the team to ensure program provision is culturally appropriate.
- Lead the team in the sourcing and provision of activities, which supports cultural links and community engagement.
- Provide CSWs with effective clear communicative directives of which are measurable.
- Work collaboratively with the team to develop outreach services through community and family connections, which support the engagement and connection of learning to current issues within the community.
- Team Leaders are required to spend the time, energy and effort to manage CSW employees effectively. This includes actively developing the team, ensuring that employees have the opportunity to discuss work and seek assistance, to coach and guide employees in areas of development and to support employee's individual development and training.
- Work within limits of confidentiality and privacy as appropriate to this position.
- Undertake other duties as required.

SELECTION CRITERIA

Essential

1. Knowledge and understanding of the diverse circumstances and issues affecting Aboriginal and Torres Strait Islanders in contemporary Australian society.
2. Evidenced understanding of the Primary Health Care system and key issues relevant to closing the gap in health outcomes for Aboriginal and Torres Strait Islander peoples, including the ability to communicate and support the delivery of culturally responsive programs and services with an understanding of the importance of traditional cultures, values and protocols.
3. Demonstrated high level ability to communicate effectively and sensitively at all levels within Anyinginyi and with the local community.
4. Demonstrated consultation and negotiation skills and the ability to work as part of a multi-disciplinary team.
5. Demonstrated ability to provide effective leadership and support to team members, motivating staff and clients to contribute to the development and implementation of program activities.
6. Demonstrated ability to work with minimal supervision, maintain lines of accountability, set work priorities and meet deadlines.
7. The ability to collect and analyse data, write reports, develop basic teaching materials and present education sessions to small groups of client and staff on specific issues.
8. The ability to monitor intake.



9. High level skills and knowledge of Microsoft Office applications including the ability to use client information management systems to support data input, data collection, clinical analysis and report writing.
10. Willingness to work and travel to remote communities and environments.
11. Be in possession of Ochre Card or receipt of application.
12. Current Driver's licence.

Desirable

1. Diploma or Degree in Social Services or Community Services.
2. Experience and knowledge of the Tennant Creek and the Barkly Region.
3. Ability to speak a local language.



APPOINTMENT CONDITIONS

- Employment with Anyinginyi Health Aboriginal Corporation is conditional on the employee providing NT Working with Children Check (Ochre Card), Satisfactory Criminal History Check.
- All Anyinginyi Health Aboriginal Corporation employees are preferred to be **Fully Vaccinated against COVID-19.**

Acceptance of Responsibilities:

I have read the requirements and responsibilities outlined in this Position Description, AHAC Code of Conduct and Employment Terms and Conditions and agree to meet and adhere to these and have my performance monitored and evaluated in relation to my performance in the role as detailed throughout this document.

| | | |
|----------------|------------|-----------|
| Name: | | |
| | (Employee) | (Manager) |
| Signed: | | |
| Date: | | |

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| <p>EMPLOYMENT SCREENING</p> <p>Employees are required to demonstrate that they have undergone appropriate employment screening in accordance with AHAC Policies. The following checks will be required for this role:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> National Police Check (current within the previous 6 months, or willingness to obtain) <input checked="" type="checkbox"/> Valid Working with Children Check <input type="checkbox"/> Current AHPRA Verification Check <input checked="" type="checkbox"/> Current and Valid Driver's License <input type="checkbox"/> National Disability Insurance Service Check <input type="checkbox"/> Other |
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