

Title of Role:	Outreach Nurse – Bendigo	Type of Appointment:	0.8FTE
Business Unit:	AOD Outreach	Position Number:	TBC
Division:	Operations	Classification Level:	RN 4
Program Name:	Nurse	Award Type	Nurse

Organisational overview

Youth Support + Advocacy Service (YSAS) is one of Australia's largest and most comprehensive, youth-specific community service organisation that enables young people experiencing serious disadvantage to access the resources and support they require to lead healthy and fulfilling lives.

YSAS is a Child Safe organisation. We actively promote the safety and wellbeing of young people and are committed to protecting young people from harm or abuse who come into contact with and/or access our service.

At YSAS we are committed to people of a diversity of backgrounds and identities being included, represented, and having the opportunity to participate equally in the life of our organisation and the communities in which we provide our services. We strive to create the conditions where people feel safe, enfranchised and valued. We value lived-experience wisdom, insight, and knowledge.

Position Purpose

The purpose of the position is to reduce the harms associated with problematic substance use in the community which seeks to engage young people 12-25 in public settings, complete assessments and provide AOD information, brief interventions and health promotion. This position is supported by the direct manager with collegial support from YSAS primary health staff and works closely with YSAS General Practitioners, community General Practitioners and Day Program staff.

Thus, integral to this role is a willingness to participate in pro-active engagement with young people in the community to promote their access to health services. This may involve some afterhours work.

Reporting relationship

This role reports to	Manager Bendigo AOD team
Direct reports	This role has as no direct reports.

Key working relationships / interactions

External	Within YSAS [beyond immediate team members]
- Department of Health and Human Services – Child Protection - Youth Services and Other Health Services	YSAS outreach teams, GP's and others YSAS Staff.

Responsibilities

The key responsibilities you have been engaged to perform are below. You may be lawfully directed to perform any duties that a person with your qualifications, skills and abilities would reasonably be expected to perform.

Key Responsibilities	Accountability / Activity	Performance Indicator/ Measurement
Service Delivery	- Engage young people in community settings such as schools, youth services and community events. - Complete Assessments on young people with complex clinical presentations such as mental health & AOD. - Provision of clinical services to young people with complex problems related to their use of alcohol and drugs - Case Manage a load of 12-16 clients - Provide a range of Alcohol and other drug interventions - Nursing management of drug withdrawal syndromes, including assessment for appropriate pharmacotherapies	Complete comprehensive assessments
Community engagement	- Develop close working relationships with the YSAS outreach teams, GP's and others YSAS Staff. - Provide referral and links to a range of youth welfare services, specializing in accommodation, legal and primary health. - Develop collaborative relationships with key stakeholders to enhance service co-ordination - Provide secondary consultation to internal and externally services - Attend relevant network meetings as requested	- Attendance at network meetings in order to maintain positive relationships - Collaborative partnerships with relevant stakeholders are developed - Represent YSAS ethically and professionally on every occasion
Staff support	- Ensure the client files and databases are up to date, accurate and meet both organizational and legislative requirements. - Participate in regular supervision, both clinical and Line management - Participate in staff Reflective Practice - Ensure all administration, data recording and financial accountability processes are known and adhered to. - Provide written quarterly reports regarding the progress of key objectives identified. - Attend YSAS site, team and professional development meetings	- Complete administrative tasks, meeting organisational procedures as requested - Complete all progress reports as specified by management

Key Responsibilities	Accountability / Activity	Performance Indicator/ Measurement
Continuous Improvement	- Contribute to the development and maintenance of an innovative service delivery model for young people. - Include young people in the evaluation of the service (where possible); - Collaborate with other health and support services to provide optimal service provision; - Contribute to the continuous quality improvement in relation to clinical practice;	- Ensure quality improvement is adhered to YSAS procedures - Ensure the service is delivered and referral pathways are specific to the target group - Liaise with relevant groups in the community regarding the delivery of clinical services
Professional Conduct and Relationship Management	- Work within the bounds of relevant legislation/regulations (e.g. Privacy, Fair Work, OHS, etc.) and relevant professional codes. - Adhere to all YSAS' policies and procedures including the Code of Conduct, Confidentiality Agreement, EEO policy and Clinical practice guidelines. - Demonstrated commitment to YSAS organisational values; and - Provide highest ethical standards at YSAS: not only to young people in the communities we serve, but to our co-workers and ourselves;	- Ensure all work complies of the relevant legislation/regulations, YSAS' policies and procedures and other relevant compliance requirements. - Ensure that the confidentiality of documentation and information is maintained.
Continuous improvement, collaboration & teamwork	- Undertake improvements to deliver on YSAS's strategy, ensuring alignment of policies, practices and systems to the organisational strategy. - Actively contribute to continuous quality improvements in service delivery/business support in collaboration with others. - Undertake any other reasonable tasks as directed by the Manager - To actively take on managers feedback from time to time	- Regular review of work processes - Quality and strength of collaborative work across teams and functions - New processes and initiatives introduced
Compliance	- Ensure knowledge of all relevant YSAS policies, procedures, guidelines and work methods is actively implemented and maintained - Complete all mandatory and scheduled training as requested	- Work activities comply with relevant legislation, YSAS policies and operating quality standards - Mandated and scheduled training up to date
Workplace safety and wellbeing	- Take care of your own health, safety and wellbeing and that of any other person who may be affected by your actions or omissions in the workplace - Understand responsibilities and accountabilities of yourself and others in accordance with safety legislation and YSAS policies - Promote and maintain a safe wellbeing culture and working environment within your area	- Role model safe work practices at all times - Actively support and promote safety and wellbeing - Work methods modified as risks identified and incidents, accidents and hazards reported as soon as possible

Qualifications, Skills, and Experience

Qualifications, certifications, professional registration, licences required for role:

- Division 1 Registered Nurse, current registration with the Australian Health Practitioner Regulation Agency (AHPRA);
- Current Victorian Driver's Licence
- Current and ongoing successful National Police check
- Current and ongoing Working with Children Check
- Current First Aid Certificate (level 2)
- Holds a post graduate qualification relevant to the particular practice setting of the employee; or has extensive experience as specified below

Knowledge and Experience:

Has more than 5 years of experience with:

- Clinical management of alcohol and/or other drug withdrawal
- AOD and Mental health assessment and treatment.
- Working with young people in community environments.
- Working in non-institutional settings.

Skills

- Well organised but able to flex and manage competing priorities and deadlines
- Excellent written and oral communication skills, as well as highly developed interpersonal, coaching, and consultative skills
- Strong analytical thinking and problem-solving skills and ability to deliver innovative solutions
- Good judgment, able to influence others and seen as a credible source of advice

Personal qualities and attributes

What our young people request from our workers

- Driven by a genuine passion to support young people and their families
- Empathetic, an active listener and non-judgmental
- Ability to build an authentic human connection with young people with a holistic, flexible, and adaptable approach
- Relatable and able to build trusting relationships.

Other attributes

- A team player, able to work in a collaborative way across the organisation and with external partners
- Analytical and organised
- Operates with tact, sensitivity and discretion
- Commitment to personal learning, development and improvement in pursuit of own performance objectives and those of the team and organisation
- Commitment to YSAS' values with a working style that reflects these

Key Selection Criteria

1. Describe your experience working as a registered nurse, including experience at conducting comprehensive health assessments.
2. Outline any experience in the delivery of clinical interventions, brief interventions or health promoting programs within scope of practice for young people.
3. Outline your understanding of the principles and practice of harm minimisation orientated treatment and prevention interventions in the alcohol and drug field.
4. Elaborate on your knowledge and understanding of adolescent development issues and common presenting health needs of young people.
5. Outline your knowledge of the drug treatment system, pharmacotherapies, withdrawal symptomology and management, and drug interactions
6. Outline any translatable skills or experience you have that may be advantageous to this role.
7. Give examples of your well-developed interpersonal, written, organisational and communication skills, including the ability to complete these requirements in a timely and succinct manner.

Employment at YSAS

Applicants must undergo rigorous screening and recruitment processes.

Prior to commencement of employment with YSAS, candidates must provide assurance and evidence of:

- Working with Children's Check (WWCC)
- Satisfactory Nationally Coordinated Criminal History Check (NCCHC)
- Any required professional registrations (e.g. AHPRA, CPA, AHRI)
- Victoria driver's licence
- Certified copies of all relevant qualifications.

All YSAS employees are required to work in accordance with including but not limited to:

- Occupational Health and Safety Act 2004 (Victoria)
- Equal Employment Opportunities (including prevention of bullying, discrimination, harassment and intimidation)
- Fair Work Act (2009)
- Relevant Awards, Enterprise Agreement
- Employee duty to maintain privacy and confidentiality
- YSAS Values, Code of Conduct and other YSAS policies/ procedures which may be amended from time to time
- Child Safety commitments and regulatory obligations.

Other:

- Some out of hours work may be required
- Role may be required to work at various / different YSAS sites based on YSAS operational requirements.

Incumbent Statement

I accept this Position Description (PD) and understand that the PD is subject to review and may change in accordance with YSAS' operational, service and client requirements. Changes to the PD will be consistent with the purpose for which the position was established.

Acknowledged by occupant

(Print name)

(Signature)

(Date)

Acknowledged by line manager

(Print name)

(Signature & title)

(Date)

Job and Person Specification Approval

...../...../..... DELEGATE (Executive)