

Position Description

JOB TITLE	AOD Treatment Worker - Residential
DATE	May 2026
REPORTS TO	Team Leader, Residential Programs

Primary Purpose of Position: The AOD Treatment Worker works within Odyssey House NSW (OHNSW) Residential Services to provide specialised AOD treatment services within the Odyssey House NSW Model of Care (MoC). Specialised AOD treatment services will include comprehensive and brief assessment, group facilitation, one-on-one case management and AOD treatment support and support for the conduct of the treatment community environment.

Odyssey House NSW is a community organisation that works at reducing addiction and its' impact on individuals, families, carers, and communities.

Our Vision: A world free of addiction.

Our Purpose: To build safe and healthy communities by reducing the impact of substance use on individuals, families, carers and communities.

Our Values:

- Respect*** We demonstrate consideration and regard for the feelings, beliefs and rights of others.
- Integrity*** We act with honesty and adhere to consistent moral and ethical values and principles through our personal and professional behaviours.
- Professionalism*** We are committed to excellence by maintaining our professional boundaries and fulfilling responsibilities in an accountable, inclusive and objective manner.
- Creativity*** We trust in our limitless potential.

Location: Residential Programs sites at Eagle Vale and Ingleburn NSW
This role may require travelling between other Odyssey House NSW sites as required.

Employment Status: Full Time

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POSITION DESCRIPTION	
Key Areas	Key Responsibilities
Individual Treatment and Support	• Work in collaboration with clients to plan and implement individual goals for treatment and support. • Conduct relevant pre-admission and other relevant ongoing client assessments within Model of Care (MoC) and as directed. • Conduct and facilitate client care planning assessment processes to assist in the development of individual client treatment plans. • Provide individual AOD and wellbeing recovery one-to-one treatment, care planning, care coordination and case management in line with the OHNSW Model of Care including working with external services and providers where required to further client case management goals. • Support OHNSW Residents in crisis through provision of specialised assistance • Provide ad hoc psycho-social support within the OHNSW MoC to clients as required and as directed.
Group Facilitation and Support	• Facilitate and deliver OHNSW manualised, process and ad hoc groups in line with the OHNSW MoC • Provide support to the therapeutic peer group process including in formal therapeutic process groups, formal community business meetings and through informal support.
Team Approach and Care Coordination	• Work collaboratively with OHNSW Treatment Team staff, Medical Unit staff, MHRP Staff, Odyssey College staff and teachers, Residential Support Team staff and others to provide high standard collaborative support. • Undertake various activities to provide support to Residential Support team including medication self-administration support, driving residents to appointments, working to support the Residential Support office and other various and ad hoc activities to support the running of the treatment community. • Participate in client case reviews including presenting relevant cases. • Liaise with the MHRP team and OHNSW Treatment team to ensure client's treatment goals are being met. • Liaise with other specialist and medical practitioners (for e.g. partner General Practitioner, other mental health specialist in the community) to meet needs of clients including referral where required. • Liaise with external agencies and professionals to support continuity of care, including for example, contribution to discharge summaries. • Take a collaborative approach to support of OHNSW clients including participation in OHNSW Residential Services processes to ensure coordination of care for OHNSW Resident clients. • Effectively share the workload in treatment group pairings.

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Record keeping and Reporting	• Maintain client records to a professional standard and in line with OHNSW guidelines. • Complete outcome measures and treatment plans in a timely manner. • Contribute to other program or service-wide data capture, recording or analysis as required
Clinical Governance and Quality Improvement	• Participate in Clinical Governance processes in line with OHNSW Clinical Governance Framework • Participate in OHNSW Quality Improvement framework processes, including Incident Management and ongoing evaluation processes
Additional Responsibilities	• Work within the OHNSW Model of Care. • Maintain professional boundaries and client support in challenging and emotionally charged scenarios. • Take complex scenarios to line manager and/or supervision and/or clinical review. • Work within the Therapeutic Community (TC) milieu and understand staff role in TC. • Undertake additional activities to support Residential Services operations such as participation in Therapeutic Community processes and activities. • Participate in Clinical Supervision and ongoing professional development including as required by professional registration. • OHNSW takes safeguarding children, young people and vulnerable adults seriously, and as an employee, you are required to meet the behaviour standards outlined in our Code of Conduct and Safeguarding Policy for Children and Young People. • Reporting any concerns of abuse and neglect in alignment with the code of conduct, safeguarding policy for children and young people. • Fulfill other tasks and duties as required.

ESSENTIAL CRITERIA

Qualifications	• (Essential) Relevant VET qualification • (Desirable) Tertiary qualification in relevant field
Experience	• Significant experience supporting persons with alcohol and other drugs support needs, mental health support needs and/or co-existing support needs. • Experience in group facilitation and group program delivery • Demonstrable experience working in team environment to deliver coordinated support. • Experience working within a non-government AOD treatment program including particularly experience working within the Therapeutic Community model • Experience in provision of one-to-one support for people with AOD and/or Mental Health support needs. • Demonstrable emotional resilience and maintenance of professional boundaries when managing challenging or unpredictable client situations.

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Skills and Knowledge	• Computer literacy including understanding of MS Office Suite and use of Client Management Systems (CMS's) • Demonstrable communication skills including report writing, case note writing. • The ability to regulate emotions, remain calm and be emotionally resilient while interacting with and supporting clients with high levels of emotion and at time emotionally disturbing conversations.
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SPECIAL CONDITIONS

Other Requirements	• (Desirable) Current NSW Drivers Licence • Current successful National Police check • Current Working With Children Check (WWCC) Number • Right to live and work in Australia. • COVID Vaccinated
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This job description serves to illustrate the scope and responsibilities of the post and is not intended to be an exhaustive list of duties. You will be expected to perform other job-related tasks requested by management and as necessitated by the development of this role and the development of the business.

ACKNOWLEDGEMENT

As the incumbent of this position, I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.

SIGNED

AOD Treatment Worker - Residential

Name: _____

Date: _____