

### Our Vision

*A compassionate society that takes an informed, health-first approach to alcohol and other drugs*

### Our Mission

*To empower individuals, families and communities to maximise health and wellbeing, by working in partnership and without judgement*

### Our Values

 Integrity
  Compassion
  Acceptance
  Respect
  Excellence

## Position Description

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| <b>Position Title:</b>   | Senior Specialist AOD Practitioner                                                                                                                                                                                                                                                                                               |
| <b>Program:</b>          | Treatment & Support Services (TSS) Team                                                                                                                                                                                                                                                                                          |
| <b>Classification</b>    | Client Services Employee (CSE) Level 6 (dependent on qualifications and experience)                                                                                                                                                                                                                                              |
| <b>Reports To:</b>       | TSS/Alongside Team Leader                                                                                                                                                                                                                                                                                                        |
| <b>Position Outline:</b> | Working collaboratively as part of the TSS team, this position will provide treatment and support services to people impacted by alcohol, tobacco and other drug use, and their family members, while also providing clinical leadership, guidance, and support to team members to ensure high-quality, evidence-based practice. |

## Key Accountabilities

- ❖ Provide specialised counselling within a trauma-informed framework.
- ❖ Provide counselling, case management and support services to assist individuals and family/friends to improve outcomes and reduce harm associated with alcohol, tobacco, and drug use.
- ❖ Develop productive relationships with other Directions programs and external agencies to meet client needs.
- ❖ Provide support to, and undertake tasks delegated by, the TSS/Alongside Team Leader and the ACT Regional Manager.
- ❖ Participate in ongoing quality improvement and safety framework.

## Duties and Responsibilities

- Provide specialised counselling with a trauma informed framework for clients with complex needs, comorbidity and chronic dependence.
- Provide intake and assessment to new and returning clients and work with clients to develop an Initial Individual Treatment Support Plan that meets their needs, ensuring access to interim support options and appropriate treatment matching.
- Provide comprehensive information on available treatment and support options and/or harm reduction strategies.
- Act as a role model, leader and resource to team members, providing oversight and mentoring for other AOD practitioners.
- Provide evidence-based and trauma informed counselling, case management and support for family or friends impacted by someone else's substance use, in accordance with client ITSP.
- Facilitate therapeutic and support groups and contribute to group program development.
- Apply a 'no wrong door' philosophy and employ a whole agency approach where possible.
- Build relationships and refer clients to other Directions services and external agencies as required to address health and other issues and work collaboratively with these services to ensure effective coordination and continuity of care.
- Undertake routine outcomes measurement and progress monitoring in collaboration with clients.
- Ensure documentation and data collection is timely, complete and of an appropriate standard, including assessments, client case notes, treatment outcomes measures, reports, and other written communication, and ensure effective handover of information when required.
- Provide support letters and relevant reports in relation to criminal matters, care and protection and other issues as appropriate.

- Maintain professional standards in relation to service delivery and confidentiality.
- Seek to enhance or maintain skills and expertise through professional development, performance reviews and line management.
- Work in accordance with Directions' Policies and Procedures and health and safety guidelines
- Participate in staff meetings, supervision, and shared care meetings.

*After hours work and travel to other sites in ACT may be required*

## Selection Criteria

### 1. Qualification and Experience

- Qualification in Counselling/Social Work/Psychology/Nursing/another relevant field and AOD specific training equivalent to at least the AOD Skill Set of a Cert IV in AOD work.
- Accreditation/registration in a directly relevant clinical field, ie. psychologist, social worker, clinical psychologist, or be eligible for full membership of a counselling profession accreditation body (eg. Australian Counselling Association or the Psychotherapy and counselling federation of Australia)
- Several years' experience in counselling within a trauma-informed framework.
- Several years' experience in the Alcohol and Other Drug sector
- Several years' experience working in case management/counselling role.

### 2. Skills, Knowledge and Capabilities

- Demonstrated understanding of the impact of substance use on clients and family members/friends, and good working knowledge of effective treatment and support options and harm minimisation strategies.
- Demonstrated understanding of mental health problems and other comorbidities.
- Well organised, self-motivated, and proactive.
- Excellent communication and interpersonal skills.
- Proficient in using Microsoft Office applications and the ability to use electronic client information systems.
- Ability to work competently in a cross-cultural environment.
- Ability to work unsupervised and as part of a team.

### 3. Behaviours

- A commitment to the mission and values of the organisation
- Ability and a commitment to effectively engage with staff, and with clients from a marginalised background, in a non-judgemental courteous and respectful manner

### 4. Other Requirements

- A current First Aid Certificate
- Employment is subject to a satisfactory AFP National Police Check and Working With Vulnerable People Registration
- Australian Citizenship or suitable rights to work in Australia
- A current Driver's Licence is desirable

***Directions is a Non-Government Not for Profit Organisation funded by the Commonwealth and ACT Governments, and all positions and employment agreements are subject to the availability of funding.***

***I acknowledge that I have read and understand the duties and responsibilities required of me in this position and that my supervisor will provide any further clarification required.***

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**Employee Signature**

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**Date**