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| POSITION INFORMATION |
| **Position Title:** | General/Family Violence Counsellor –Social Worker with Mental Health Accreditation |
| **Position Term:** | Permanent Part-time |
| **Hours:** | 0.8 FTE – 4 days per week (Tues/Wed/Thurs/Fri) |
| **Award:** | HSUA 4  |
| **Location:** | The Service currently has sites at Lilydale, Belgrave and Healesville. This position is based primarily at Lilydale but you may be required to work at other our other sites or within the community. |
| **Team:** | Primary Care |
| **Reports To:** | Clinical Operations Manager - Counselling and Children’s Services |
| **Date:** | 10/7/2019 |

About Inspiro

Inspiro is a local, not-for-profit health service providing allied health, counselling, dental and health promotion services to the Yarra Ranges community. Inspiro is committed to providing an equitable, inclusive and respectful service and workplace for all. We embrace differences in health needs, and work to provide individuals and communities the care necessary to lead healthier lives.

**Our Vision:**

Inspiring healthier lives. Our vision is to inspire as many people as we can to identify and achieve their own health goals.

**Our Values:**

*Friendly:*we offer a welcoming and accessible place where people are treated with respect and dignity.

*Client centred:*We support the right of each individual to set their own health goals and actively work alongside and empower people to reach them.

*Local:*we provide a strong community membership, board and workforce which keeps us grounded on what is important for clients.

Our work environment is based around the workplace values of respect, recognition, collaboration, openness, integrity and empowerment.

Position Summary

Inspiro is implementing a new Service Model in preparation for current and future funding changes. The new model of service will provide the opportunity to achieve a financially sustainable service, build client loyalty and work with new client cohorts. The counselling position will provide a mixture of publicly and privately funded work.

This position is responsible for the provision of a responsive and flexible counselling service. The role requires the provision of one-to-one clinical services, including assessment and treatment, group programs, and the ability to work within a multidisciplinary framework in conjunction with other members of the team.

The position aims to provide evidence based, high quality, safe, patient/client centred care that meets current professional best practice standards.

This position will include Rights of Private Practice and it is expected that the successful applicant will work toward one day per week of private income within a negotiated time frame.

**Clinical service delivery role**

* Provide high quality counselling services to clients of Inspiro in line with all policies, procedures and guidelines for practice.
* Comply with the AASW Code of Ethics practice guidelines
* Identify, assess, plan and implement effective intervention for clients and, where relevant their families, which:
	+ is client directed, collaborative and consultative.
	+ aims to promote independence, resilience and enhanced quality of life.
* Participate in the planning, delivery and evaluation of group programs as appropriate including co-facilitation of groups with other members of the team.
* Provide services in the Centre, on a domiciliary basis and within the community where appropriate.
* Provide service coordination, consultation and ongoing feedback to referring agents and other relevant agencies through case liaison, preparing high quality assessment, review and discharge reports and communicating with external agencies.
* Assist coordinated client care and support monitoring or accountability of clinical activities by documenting clinical services in the case record and completing appropriate and timely service statistics.
* Advocate for clients in obtaining funding or in dealing with health or education agencies when necessary, including completion of all required documentation.
* Network with other agencies in order to support and advocate for and on behalf of clients.

**Teamwork, Quality Improvement and Professional Development**

* Participate in team and service planning, health promotion activities, policy development and other project activities as required.
* Participate in Inspiro’s continual quality improvement program including the development of new practice models and community development approaches.
* Be committed to ongoing professional development and undertake annual mandatory training. Keep up to date with developments and trends within Community Health.
* Participate in the creation of a culturally safe environment for staff, clients and the community in line with Inspiro’s commitment to cultural diversity and inclusiveness
* Ensure Inspiro’s services are accessible, client focused; developed, delivered and evaluated in partnership with our diverse communities.

**Occupational Health and Safety**

* Comply with best practice infection control guidelines.
* Comply with all OHS guidelines and contribute expertise when required, to maximizing the safety of staff and clients of the organisation.

Performance objectives and indicators

**Public Performance Targets**

* Achievement of 6 billable hours per 7.6 hr day
* Minimum 5 attended sessions per day

**Practice Framework**

* Compliance with Inspiro service model and practice framework
* Compliance with credentialing and accreditation requirements
* Compliance with Inspiro policy and procedures
* Compliance with documentation and data reporting requirements
* Compliance with file audits and peer review

**Quality Improvement and Evaluation**

* Evidence of participation in quality improvement activities
* Evidence of participation in professional development activities relevant to the position
* Review programs and groups annually

Performance objectives and indicators will be discussed with your manager and a workplan developed.

Key selection criteria

**Qualifications, knowledge and experience**

* Tertiary qualifications in social work and eligibility for membership of AASW
* Current Mental Health accreditation or actively working towards
* Demonstrated understanding and experience in working with people with mental health illness
* An understanding of and commitment to family violence principles and practices
* Capacity to provide high quality family violence counselling to a diverse range of clients including women and children with: CALD backgrounds, Aboriginal and Torres Strait Islander Women and children, women who identify as LGBTI, women living with a disability and young women is highly desirable
* Knowledge of Family Therapy and/or Trauma Informed Practice is highly desirable.
* Demonstrated experience and skills in assessment, care planning, service provision and advocacy
* Proven ability to function both independently and within a multi-disciplinary team.
* Demonstrated ability to establish effective working relationships with clients and other service providers.
* An understanding of and commitment to the principles and practices of Community Health.
* Ability to undertake planning, implementation and evaluation of high quality programs
* Preference will be given to applicants who are eligible for registration as an MBS provider
* Current Victorian Driver’s Licence and ability to drive a range of vehicles as required.
* Current Working with Children Check valid for employment purposes

Employment is subject to a police check. Persons who have worked overseas may be required to obtain an international police check.

Acknowledment

I acknowledge and agree with the above position description.

Signed:

Employee Name: Date: