



Wuchopperen
HEALTH SERVICE LTD

POSITION DESCRIPTION

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| Position Title: | Women and Girls Program Facilitator (Healthy Happy Families) <i>(Identified)</i> |
| Position Number: | 5159 |
| Classification: | Social and Community Services Grade 5 Wuchopperen Health Service Limited Enterprise Agreement |
| Salary: | \$93,858.96 - \$98,111.52 per annum |
| Location: | Cairns |
| Reporting Relationship: | Coordinator, Social and Emotional Wellbeing Program |

About Wuchopperen

Wuchopperen Health Service Limited (Wuchopperen) is a community connected and controlled organisation with a solid history of providing holistic health and wellbeing services for Aboriginal and Torres Strait Islander people in Cairns and surrounding districts.

Wuchopperen's vision is keeping our generations growing strong. Culture underpins our diverse and client-centric service delivery model offering our community whole of life support from pre-birth right through to our elders.

From our humble beginnings in the 1970s, Wuchopperen has grown into a dynamic and innovative service that prides itself on strong community representation, leadership and governance.

Our Strategic Priorities



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Our Values and Behaviours



The role:

The purpose of the position is to reduce experiences of family violence and improve family functioning and strengthen social and emotional wellbeing through strength based, culturally safe, trauma aware and healing informed approaches and therapies.

The position reports to the Coordinator, Social and Emotional Wellbeing Program and works closely with all members of the Social and Emotional Wellbeing team, other Healthy Happy Families program workers, operational and service delivery staff across the organisation to ensure effective outcomes for clients.

Key Responsibilities include:

1. Proactively design, implement, and deliver education and awareness programs that meet with specific needs of Aboriginal and Torres Strait Islander women and children within the targeted Healthy Happy Families Service Area.
2. Develop and implement appropriate intervention and prevention strategies with consultation and collaboration with personnel internal and external to Wuchopperen Health Service, to ensure the program content and implementation strategies meet identified needs.
3. Provide intensive case management, community education and awareness sessions, counselling and support, referrals, court support, development of educational resources and advocacy on behalf of individuals, families and communities.

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4. Effectively liaise and negotiate across a range of stakeholders including community, government, public and private service organisations to develop and maintain knowledge of priorities and aspirations within the region.
5. Facilitate interaction and provide guidance between communities through developing networks, partnerships and promoting information sharing.
6. Engage women and children from a range of groups within the Aboriginal and Torres Strait Islander communities, facilitating the development of local leaders to increase individual and community capacity.
7. Provide a quality service to clients, providing accurate and relevant information in response to their enquiries, and resolve specific client problems in an efficient and courteous manner.
8. Assist, support and encourage clients and their families to improve health and wellbeing by:
 - Following treatment regimens;
 - Developing self-management skills; and
 - Connecting with appropriate serviceEncourage, develop and share knowledge of best practice, and actively inform, encourage and promote excellence in client service delivery throughout the organisation.
9. Participate in organisational and community activities to advance the health and wellbeing of Aboriginal and Torres Strait Islander people.
10. Work within Wuchopperen's Policies and Procedures including the Staff Code of Conduct and the Work Health and Safety requirements and contribute to continuous improvement processes to ensure compliance with relevant standards and safe, effective service delivery.
11. Other duties as required, within your skills, experience and capacity.

Core Capabilities

Assessment of merit for this role will be based on the knowledge, skills and experience, potential for development and personal qualities. The competencies listed below are considered to be the most critical for success in this role.

For applicants to be successful in this role, they should demonstrate:

1. Demonstrated knowledge of the Domestic and Family Violence Prevention Act 2012 (Qld) and the impacts of domestic and family violence on individuals, families and communities.
2. Knowledge and understanding of Aboriginal and Torres Strait Islander societies and cultures from an historical and contemporary perspective, including the ability to communicate effectively and sensitively with Aboriginal and Torres Strait Islander people.
3. Demonstrated ability to provide guidance, support, advice and debriefing activities to team members.
4. High level ability to develop, deliver and evaluate education and information sessions and facilitate group activities that raise awareness of the impacts of domestic and family violence on individuals, families and communities.

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5. Extensively developed interpersonal and communication skills including the ability liaise with a range of stakeholders as well as effectively advocate for Aboriginal and Torres Strait Islander people.
6. Demonstrated ability to work independently and in a multi-disciplinary team environment, prioritise and meet deadlines, deal with matters of a sensitive and confidential nature.
7. Demonstrated ability to meet and work within the core values and behaviours of Wuchopperen.

Other Requirements

- Certificate IV in Community Services and / or Diploma of Children's Services or be able to demonstrate similar capabilities.
- Proof of qualifications is required to be provided prior to the commencement of duty.
- Knowledge and understanding or willingness to acquire the knowledge of the Domestic and Family Violence Prevention Act 2012 (Qld) and the Child Protection Legislation / Child Protection Act 1999.
- It is a condition of employment in this role for the employee to be, and remain, vaccinated against measles, mumps, rubella, varicella (chicken pox), pertussis (whooping cough) and hepatitis B.
- It's a mandatory condition of employment for the employee to be vaccinated against COVID-19. Evidence of initial two vaccinations plus at least one booster must be provided before employment is confirmed.
- The Women and Girls Program Facilitator is an **Identified** position. It is a genuine occupational requirement that an *Identified* position be filled by an Aboriginal person or Torres Strait Islander person, as permitted by and arguable under section 25, 104 and 105 of the *Queensland Anti-Discrimination Act (1991)*.
- Please provide **one (Aboriginal and/or Torres Strait Islander) written reference from a referee** who can confirm that you are of Aboriginal and/or Torres Strait Islander descent, you identify as Aboriginal and/or Torres Strait Islander person and an Aboriginal and/or Torres Strait Islander community accepts you as an Aboriginal and/or Torres Strait Islander person.
- It is a condition of employment that all employees are holders of a current and valid 'blue card' or Working with Children Check. This is at your cost. Employment cannot continue or commence if you do not have a 'blue card' or if your 'blue card' is withdrawn or is disqualified.
- Possession of a current CPR certificate or commitment to obtain within the first six weeks of employment is essential
- Possession of a current Queensland "CA" class driver's licence is essential.
- Commitment to work within the principles of Aboriginal and Torres Strait Islander community control including a willingness to develop the leadership of Aboriginal and Torres Strait Islander staff.

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- Ability to use Microsoft products and the ability to use or willingness to gain proficiency in the client information management systems.
- Consent to a broader criminal history check at Wuchopperen's cost.

How to apply:

Please submit the following for the panel to assess your suitability. Applications which do not meet these requirements will not be considered.

- Your **resume**, including a comprehensive employment history, your qualifications and the contact details for at least two referees (one should be your current supervisor)
- A supporting **cover letter** of no more than two pages, outlining your experience, skills and knowledge that are relevant to the advertised role. Your written response must reflect the competencies outlined in core capabilities.
- Evidence of at least three Covid-19 vaccinations (ie. Immunisation History Statement).
- Identified referees with application

Additional information:

- A non-smoking policy is effective in Wuchopperen's buildings, offices and motor vehicles on all Wuchopperen grounds, across all sites.
- Wuchopperen has a six (6) month probationary period for new employees.
- Employees may be required to work outside of core business hours from time to time.
- Demonstrated commitment to ongoing self-development with a focus on qualifications/skills upgrade.
- Applications must be received by 5 pm on the closing date and can be emailed to recruitment@wuchopperen.org.au