

WELLINGTON ABORIGINAL CORPORATION
HEALTH SERVICE



Aboriginal Community and Therapy Support Worker - ACTT

Wellington Aboriginal Corporation Health Service

Brisbane Street, Dubbo

POSITION DESCRIPTION

This position reports to: Team Leader - Aboriginal Children's Therapy Team

This position is part of the Aboriginal Children's Therapy Team (ACTT)

Mandatory compliance requirements of the position:

1. Drivers Licence
2. National Criminal Record Check
3. Working With Children Check
4. Immunisation Record; Including evidence of Health Worker Vaccinations (DTP, Hep B, MMR, Varicella, Annual Influenza, COVID-19)

Qualifications & experience:

Essential Criteria

- Relevant qualification in Aboriginal Primary Health Care/ Education and / or Community Services or equivalent experience
- Demonstrated experience working with Aboriginal children and families in health, community services or child related employment.
- Awareness of and sensitive to Aboriginal culture and history, and current issues affecting the lives of Aboriginal people.
- Ability to work unsupervised and/or as part of a multi-disciplinary team
- Demonstrated time management, organisational and problem solving skills
- Demonstrated high level of communication skills (verbal & written) including negotiation and advocacy skills and the ability to communicate with local Aboriginal families, Local health, Education and family support services.
- Demonstrated experience in the utilisation of Microsoft Office programs.

Desirable Criteria

- Demonstrated previous experience working as an Allied Health Therapy Aide or in

a similar role

Key Duties

- Work as part of a multi-disciplinary team to support, advocate and liaise with children and their families from Dubbo who have been referred to ACTT
- Build awareness and identify family strengths and vulnerabilities and tailor ongoing individual support for families referred to the ACTT
- Develop networking partnerships with health, education and family support services to support families in establishing or re-establishing community networks to improve child outcomes
- Promote ACTT services as culturally appropriate and accessible for the local Aboriginal community
- Liaise with a variety of allied Government and Non-Government agencies and organisations in a manner that assists and supports the ACTT service model. For example schools and preschools
- Complete intake assessments & follow up tasks for clients
- Manage client lists, home visits, transport and case planning meetings in culturally appropriate ways
- Attend appointments with families and clients for support, as required
- Assist clinicians with Outreach Groups and Screening of clients
- Complete individual programs with clients under the direction of the managing clinician
- Provide feedback to the managing clinician regarding the client's progress
- Provide clinical administration support to clinicians
- Assist with the maintenance and hygiene status of equipment ie cleaning toys
- Create new resources either for clinical or administrative support purposes
- Maintain and report accurate client data, including accurate and timely client record entries, referrals, waiting lists, caseload, appointments, documentation including phone and email correspondence
- Work within strict confidentiality guidelines, ensuring all personnel and/or client information is kept secure
- Participate in the process of regular supervision, performance appraisal and performance management
- Attend and participate in all required meetings of ACTT, WACHS and service partners
- Participate in accreditation activities
- Adhere to all WACHS policies and procedures
- Demonstrated knowledge and understanding of, respect for and compliance with culturally appropriate ways of working with Aboriginal individuals, families and communities

- Perform other work as required in your scope of practice or assigned by the Team Leader
- Initiate, participate in and report on continuing quality improvement, including quality outcome focused planning, implementation and review of services, and involve staff in same
- Participate in data collection requirements, reports, research and evaluation as required by WACHS and external funding bodies

Note: Aboriginality is a genuine occupational qualification for the above position and is authorised under Section 14D of the Anti-Discrimination Act 1977 No. 48.

WHO WE ARE

Wellington Aboriginal Corporation Health Service (WACHS) aims to empower targeted Aboriginal and Torres Strait Islander people to take control of their individual, family and community health and wellbeing needs through the community-controlled model. Our main services are located in Wellington, Dubbo, Moree, Western Sydney, Penrith, Nepean Blue Mountains, and we provide outreach services to other towns and communities through our regional programs

We are an Aboriginal Community Controlled Health Service offering Primary Health Care Services and an Integrated Care program, as well as a number of specialist clinical staff and AHW's, a Specialist Programs Unit incorporating Social & Emotional Wellbeing, Child & Family Support, Drug & Alcohol, Aboriginal Family Health, Aboriginal Local Support, a Healthy for Life (H4L) Program, Maternal & Child Health Worker, Aboriginal Health Workers, Youth Health Worker and Dietitian targeting Maternal & Child Health and Chronic Diseases, regional programs including Australian Nurse-Family Partnership Program, Aboriginal Children's Therapy Team, Tackling Indigenous Smoking Program. Our staff are supported by an Executive Management Team located across our service areas.

www.wachs.net.au

www.gwahs.net.au

www.marrs.net.au