

# Position Description

<b>Title</b>	Senior AOD Clinician
<b>Business unit</b>	NEAMI Towards Home + Geelong Team
<b>Location</b>	As per employment agreement
<b>Employment type</b>	As per employment agreement
<b>Reports to</b>	Manager NEAMI Towards Home & Uniting team Leader Coordination and Support

## About Uniting

Uniting Vic.Tas is the community services organisation of the Uniting Church. We've been supporting people and families for over 100 years. We work alongside people of all ages in local communities in Victoria and Tasmania. Our services reach to Albury-Wodonga in the north, Mallacoota in East Gippsland, the Wimmera region in the west, and across Tasmania.

We empower children, young people and families to learn and thrive. We're there for people experiencing homelessness, drug and alcohol addiction or mental illness. We support people with disability to live the life they choose. We assist older people to maintain their independence and enjoy life. We provide opportunities to access training and meaningful employment. We're proud to welcome and support asylum seekers to our community. We work to empower people with the information, skills and tools they need to live a healthy, happy life.

As an organisation, we work in solidarity with Aboriginal and Torres Strait Islander people as Australia's First Peoples and as the traditional owners and custodians of this land.

We celebrate diversity and value the lived experience of people of every ethnicity, faith, age, disability, culture, language, gender identity, sex and sexual orientation. We welcome lesbian, gay, bisexual, transgender, gender diverse and non-binary, intersex, and queer (LGBTIQ+) people at our services. We pledge to provide inclusive and non-discriminatory services.

**Our purpose:** To inspire people, enliven communities and confront injustice

**Our values:** We are imaginative, respectful, compassionate and bold

### 1. Position purpose

This position is a part of the Towards Home Plus Team, a joint initiative led by NEAMI and partnered with Launch Housing, Uniting AOD, Mental Health & Carers Services, Bolton Clarke and Melbourne City Mission.

The team offers a holistic, assertive outreach support service to people who are homeless and rough sleepers. It provides intensive, flexible, responsive, client focussed support featuring a multidisciplinary team approach with the aim of assisting clients to successfully sustain housing, improve physical and mental health and develop connections within the local community.

### 2. Scope

**Budget:** nil

**People:** nil

### 3. Relationships

#### Internal

- Uniting AOD, MH & Care division management and staff

## Position Description

### Senior AOD Clinician, Towards Home Plus

- Excellence Hubs Management and leadership
- Excellence Hubs staff
- Specialist Family Violence Advisors
- NEAMI staff and management

#### External

- DHHS
- Department of Justice
- AOD Organisations
- Housing Organisations
- ACSO
- Mental Health Service Organisations
- GPs & Allied Health Services

---

## 4. Key responsibility areas

### Service delivery

- Provide high quality engagement, assessment, treatment and support services to individuals and their families, using best practice principles including Family Inclusive Practice and Dual Diagnosis Principles.
- Provide specialist alcohol and other drug (AOD) expertise as part of a secondary consultation role to the team, or on occasions, directly to clients who have needs that require specialist AOD interventions.
- Conduct assessments, support access to treatment and health services and provide recovery focused support.
- Work within a trauma informed framework, recognising that consumers may have current and historical experiences of trauma.
- Collaborate with existing service providers and facilitate referrals to other services if required.
- Case management.
- Facilitate client information sharing (where appropriate) and ensure a family violence lens is placed on all areas of work to achieve better engagement and outcomes with services for survivors and perpetrators of family violence.
- Work within the bounds of the Mental health and Wellbeing Act 2022 to promote compassionate and improved mental health support while concurrently addressing AOD treatment goals.

### Performance Management

- Uniting AOD, Mental Health & Carers Services has responsibility for performance management that includes an annual appraisal, six monthly review and ongoing management of issues arising. This process necessarily involves negotiation and close liaison and input from both NEAMI and Uniting.

### Performance Development and Review

- Actively contribute in formal intra and inter service program development and evaluation activities which may include participating in working parties.

### Professional Liaison & Consultation

- Develop collaborative and productive working relationships with intra and inter service providers and stakeholders.
- Maintain regular communication and feedback with the Service Manager - NEAMI and Uniting AOD, Mental Health & Carers Services management.

## Position Description

### Senior AOD Clinician, Towards Home Plus

#### Legal requirements & risk management

- Ensure all legal, funder and statutory requirements pertaining to the position are met including serious incidents, reportable conduct, and mandatory reporting (child safety)
- Foster a culture where risks are identified and appropriately managed
- Report areas of serious risk to next level supervisor and work together to mitigate those risks.

#### Supervision & Professional Development

- Actively participate in ongoing professional development via the annual performance reviews, individual and group supervision provided by Uniting AOD, Mental Health & Carers Services, and attend relevant training as required.
- General, day-to-day supervision will be provided by the Service Manager - NEAMI. Uniting Team Leader Co-ordination and Support will also provide regular individual and group clinical supervision.
- Supervise students during placement and providing formal supervision if you possess the appropriate qualifications as required by their educational institution.

#### Administration

- Maintain file records, data collection processes and reporting as required.
- Contribute to the achievement of quality improvement, both in terms of individual and program performance by encouraging an environment where high quality work is achieved and supported by the adherence to/development of quality systems documentation.
- Adhere to and keep informed of all relevant legislative compliance requirements, and report any perceived breaches, risks, hazards, incidents and complaints to line Manager or other appropriate person.
- Undertake other duties as directed by the Service Manager - NEAMI and/or the Uniting Team Leader Co-ordination and Support.

#### Personal accountability

- Compliance with Uniting's values, code of conduct, policies and procedures and relevant government legislation and standards where relevant.
- Cooperate with strategies to actively ensure the safety, protection and well-being of children who come into association with us.
- Ensure appropriate use of resources.
- Work collaboratively with Uniting (Victoria Tasmania) employees and external stakeholders in accordance with Uniting's values and professional standards of behaviour.
- Actively participate in initiatives to maintain, build upon and promote a positive and collaborative workplace.
- Identify opportunities to integrate and work collaboratively across teams.
- Take reasonable care for your own health and safety, and health and safety of others (to the extent required).
- Promote a positive safety culture by contributing to health and safety consultation and communication.
- Promptly respond to and report health and safety hazards, incidents and near misses to line management
- Attend mandatory training sessions (i.e. equal employment opportunity, health, and safety) and mandatory training specific to position.
- Declare anything that you become aware of through the course of your engagement which may impede your suitability to work with children and/or young people.
- Declare any potential or actual conflict of interest that you become aware of through the course of your engagement:
  - Based on a relationship with a current member of Uniting's workforce
  - Based on my ongoing work with another organisation

---

## 5. Performance indicators

- To be confirmed

## Position Description

### Senior AOD Clinician, Towards Home Plus

---

## 6. Person specification

### Qualifications

- Relevant health and or welfare Tertiary Qualification such as Social Work, Psychology, Nursing or Allied Health Sciences.
- Certificate IV in AOD or have completed the core competencies (or able to complete within the first 24 months of employment).
- Competencies in dual diagnosis (or able to complete within the first 24 months of employment).

### Experience

- Significant experience working with AOD or dual diagnosis clients.
- Demonstrated skills and experience providing drug and alcohol assessment, assertive outreach, counselling and case management activities.
- A demonstrated understanding and knowledge of the key issues affecting those experiencing homelessness or that are at risk of homelessness.
- Knowledge of /understanding of the link between trauma and homelessness.
- Ability to liaise and effectively communicate with a wide manage of stakeholders including the ability to consult, liaise and negotiate with clients, carers, family members, general community and professionals.

### Core selection criteria

- **Values alignment:** ability to demonstrate and authentically promote Uniting's values.
- Demonstrated ability to provide safe environments for children and young people and protect them from abuse and neglect.
- Significant experience working with AOD or dual diagnosis clients.
- Ability to identify, assess and respond to family violence risk appropriately.
- Demonstrated skills and experience providing drug and alcohol assessment, assertive outreach, counselling and case management activities.
- A demonstrated understanding and knowledge of the key issues affecting those experiencing homelessness or that are at risk of homelessness.
- Knowledge of /understanding of the link between trauma and homelessness.
- Ability to liaise and effectively communicate with a wide manage of stakeholders including the ability to consult, liaise and negotiate with clients, carers, family members, general community and professionals.

---

## 7. We are a child safe organisation

Uniting is a child safe organisation and is committed in everyday practice to ensure the safety and wellbeing of all children, at all times. As a child safe organisation, employment with Uniting is subject to a satisfactory national (and international where relevant) police check and relevant Working With Children Check (and NDIS Worker Screening Check where relevant) to your State prior to commencement of any paid or unpaid work and/or participation in any service or undertaking.

**This position description is subject to review and may change in accordance with Uniting's operational, service and consumer requirements.**

**Position Description**  
**Senior AOD Clinician, Towards Home Plus**



---

**8. Acknowledgement**

**I have read, understood, and accepted the above Position Description**

**Employee**

Name:

Signature:

Date: