

Position Description

Position Title:	AoD/Dual Diagnosis Clinician
EBA / Award:	Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement 2022.
Classification:	SACS Level 5
FTE:	1.0
Reports to Operational:	Team Leader Towards Change
Primary Site:	Yarra Ranges - Lilydale
Last updated:	December 2025

The Mental Health and Wellbeing Local Service is an integrated wellbeing and support service delivered through partnership in the Yarra Ranges. Operating six days a week with extended hours, we provide clinical support, care, and wellbeing services to people aged 26+ experiencing mental health challenges, including co-occurring substance use or addiction.

The service is community-led and co-designed by participants, supporters, and the local community. Partners include Wellways, Access Health and Community, Eastern Health and Onah with staff working at the Local employed by the different partners.

Commitment to Reconciliation

The Mental Health and Wellbeing Local Service and our partners recognise that Aboriginal and Torres Strait Islander people have not always been well-served by mental health and disability organisations. Their social and emotional wellbeing has been impacted by generations of trauma, injustice and deprivation. As partner organisations, we recognise our responsibility in addressing these issues of injustice, inequality and stigma as part of ensuring our services are both welcoming and helpful for people and their families. As part of our commitment to reconciliation, we are working to create culturally aware and safe services for First Nations Community Members.

Team

The AoD/Dual diagnosis clinician will form part of the Towards Change Team, playing a vital role in the ongoing mental health reform initiatives in Victoria led by Wellways and its partners. As a member of a growing service system, this role is dedicated to placing the community at the forefront of the Yarra Ranges Mental Health and Wellbeing Local.

Role Purpose

The AoD/Dual Diagnosis clinician, employed by Access Health and Community, will draw upon their expertise working with adults (aged 26 and over) experiencing co-occurring mental health and AoD challenges. Committed to enhancing the mental health and wellbeing of individuals accessing services at the Local, you will work within a harm-minimisation, recovery-oriented model to provide counselling, comprehensive assessment, and individualised treatment plans for people experiencing a range of mental health issues, and where appropriate, their families, carers, and supporters.

Required Values & Behaviours

Authenticity and Integrity: Bring whole selves to work, recognizing community and wellbeing belongs to all

Compassion: Commit to compassionate approach and understanding, leading with curiosity

Respectful Collaboration: Respect different experiences and organizational views, recognizing we all have something to learn

Quality and Safety:

- Identify and report risks promptly with prevention strategies
- Take reasonable care for personal and consumer safety
- Participate in workplace health and safety initiatives
- Comply with all policies and procedures
- Maintain confidentiality per privacy legislation
- Involve consumers/carers in quality improvement activities

Excellence and Appreciation: Evidence-based work with continuous quality improvement for excellent outcomes

Commitment to Reconciliation: Work towards culturally aware and safe services for First Nations Community Members

Key areas of accountability

Area	Deliverable
Participant Support	<ul style="list-style-type: none"> • Conduct integrated dual diagnosis and person-centred assessments, including risk assessments, for individuals seeking support from the Local. • Utilise statewide AOD assessment tools, along with other relevant assessment tools and outcome measures as required by the Local. • Provide high quality engagement and supports to individuals and their families where appropriate. • Develop individualised care plans ensuring participants' access to the broad range of supports available in the Local and externally. • Participate in case conferencing, secondary consultations and review meetings as needed. • Provide brief intervention, crisis management and relapse prevention, utilising a harm reduction approach.

	<ul style="list-style-type: none"> • Participate in care coordination practices that support the participant’s journey through relevant treatment services. • Complete assessments, reports and documentation to a high standard and in a timely manner and maintain accurate and up to date participant files. • Work with individuals holistically and contextually, considering systems, institutions, families, cultures, communities, and ethnicity. • Maintain close networks and relationships with the AoD sector to provide participants seamless experiences of accessing other AoD services and supports, where needed • Work as part of a multidisciplinary team to contribute to service and team development and the promotion of the Local and its services.
<p>Safety and continuous quality improvement</p>	<ul style="list-style-type: none"> • Encourage the safety and well-being of participants and escalate any concerns, issues or incidents arising in line with the Escalation Guideline. • Complete incident reports in Riskman in line with the Incident Management Guideline. • Support the maintenance of a safe and healthy working environment by following work health and safety policies and procedures, including location specific training. • Ensure compliance with discipline-specific professional codes of practice • Commitment to ongoing personal and professional development • Engage and encourage Participant feedback to improve service delivery outcomes.
<p>Effective and efficient information and knowledge management</p>	<ul style="list-style-type: none"> • Uphold and promote participant confidentiality while affirming and supporting the participants’ rights and responsibilities • Ensure documentation is maintained in the participant management system as required to meet statutory requirements and Wellways Policy

Key Requirements

Area	Description
Qualification / Role Experience	<ul style="list-style-type: none"> • Minimum 3 year's experience working in a similar role • Tertiary qualification in Alcohol and Other Drugs or related discipline. Or minimum Diploma AoD or post graduate Certificate in AoD • Certificate IV in AOD essential (Or AoD core competencies)
Required skills	<ul style="list-style-type: none"> • Demonstrated use of harm minimisation approaches • Demonstrated experience delivering integrated dual diagnosis treatment. • Comprehensive understanding of the AoD sector and available supports. • Experience working effectively within multidisciplinary teams towards best possible client health outcomes • Demonstrated high level of self-awareness and ability to engage in reflective practice. • In-depth knowledge of trauma-informed practice and practical experience in applying person-centred approaches. • Demonstrated commitment to ongoing professional learning and development. • Exceptional communication skills, written and verbal, that convey warmth and openness
Information Technology	<ul style="list-style-type: none"> • Demonstrated ability to learn and adapt to various technology platforms • Basic skills in Microsoft Office Suite and Client Record Management systems
Compliance	<ul style="list-style-type: none"> • National Police Check • Victorian Drivers Licence • Working with Children Check • Evidence of right to work in Australia • NDIS Workers Screening Check • NDIS Workers Orientation Modules • 100 points of identification
Other Desirable	<ul style="list-style-type: none"> • Prior experience working within the Mental Health or AOD sectors, or a community-based organisation. • Willingness to travel and work within the community service by the Local. <p>Welcomed:</p>

	<p>We are committed to employing people with diverse backgrounds and experiences and encourage applications from:</p> <ul style="list-style-type: none">• People with personal lived experience of mental health challenges or who have cared for someone who has.• People who identify as Aboriginal and or Torres Strait Islander• People who identify as gender diverse, living with a disability or culturally and linguistically diverse.
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