

## POSITION DESCRIPTION

<b>Position Number:</b>	1002
<b>Position Title:</b>	Disability Peer Support Worker
<b>Position Type:</b>	Full time or Part time, Fixed Term until Dec. 2023
<b>Location:</b>	Darwin
<b>Direct Reports:</b>	Nil
<b>Responsible To:</b>	Program Manager, Disability Royal Commission Counselling & Support (DRCCS)

### About Relationships Australia Northern Territory

Relationships Australia Northern Territory (RA-NT) is a community-based, not-for-profit, non-government organisation providing a broad range of services, which are for all members of the community regardless of religion, belief, age, gender, disability, sexual orientation, lifestyle choice, cultural background or economic circumstances.

Our clients are often dealing with complex and sensitive situations, so we look for employees who are understanding, knowledgeable and genuinely care about the wellbeing of others.

### Vision

Relationships Matter - Respectful Relationships can empower people to belong, connect and have meaning and confidence to meet the challenges of our time.

### Purpose

To embrace and improve individual, family and community wellbeing through our supportive, professional and culturally appropriate counselling, mediation and family meetings.

### Values Statement

#### We value

#### We demonstrate this by

#### RESPECT:

Respecting the rights of individuals, families, stakeholders, our clients and our employees, to make informed choices.

#### ABORIGINAL & TORRES STRAIT ISLANDER:

Supportive two-way learning to strengthen our services, by embracing culturally innovative service provision and employment for First Nations people.

#### INTEGRITY:

Providing services which are appropriate, supportive to client and community needs and which adhere to the highest ethical standards.

#### SOCIAL JUSTICE:

Promoting and pursuing a society that is equitable and inclusive.

#### EXCELLENCE:

Pursuing excellence through critical and continuous reflection, professional and organisational development, best practice and innovation.

#### DIVERSITY:

Advocating inclusiveness to all regardless of age, gender, race, sexuality, disability, religion and any other unique talent.

## Summary of Position

This position is funded to provide services to people affected by the Royal Commission into Violence, Abuse, Neglect and Exploitation of People with Disability (Disability Royal Commission). The main client groups are people with disability, their families, carers and friends and people working in disability services.

This lived experience identified position is part of the Disability Royal Commission Counselling and Support (DRCCS) team. It adds value to the team by assisting colleagues to better understand the perspective of living with and/or caring for a person with disability and enables connections with clients from the basis of a shared understanding.

The Disability Peer Support Worker works alongside other staff to provide trauma-informed, therapeutic and practical support to clients. They might assist clients with making submissions to the Disability Royal Commission.

Services to clients may be provided in the RA-NT office, in community settings or the clients' residence, or via telecommunication, depending on client needs.

In the performance of this role, the worker is required to comply with the Safeguarding Children and Young People Practice and Behaviour Guidelines and to participate in cultural fitness activities.

## Key Duties and Responsibilities

- Provide trauma-informed, client-focused, and accessible support to clients
- Work in close cooperation and minimal supervision alongside other therapeutic DRCCS staff, to support the needs of clients: case management, practical social and emotional support
- Assist clients in making submissions to the Disability Royal Commission including working with associated advocacy and legal services
- Provide advice from a peer perspective to the DRCCS team and from time-to-time RA-NT on accessible and person-centred ways to meet the needs of people with disability and their families and carers
- Maintain cooperative relationships with disability organisations, community groups, and relevant government agencies and within RA-NT by acquiring awareness of other programs and facilitate referrals
- Community engagement and promotional activities to increase awareness of the program and the Disability Royal Commission. This may include travel to urban and rural areas
- Maintain accurate data entry of client work and community engagement activities
- Maintain current working knowledge of the background and development of the Disability Royal Commission
- Participate in staff meetings and reflective practice and other program activities as required
- Any other duties requested at the discretion of the Manager of DRCCS.

## Qualifications and Experience

### Essential

- Lived experience of a disability and/or being a carer of a person with a disability
- Well-developed demonstrated understanding of engaging with and providing support to people with disability and/or carers
- Demonstrated understanding of the need, where necessary, to share some of your lived experience with others to provide hope, destigmatize disability related issues and/or empower others
- Knowledge about the disability and community care sector in the NT and demonstrated experience engaging with stakeholders
- Ability to work independently and as part of a team
- Good written and verbal communication skills and ability to operate a database

## Desirable

- Possession of or significant progress towards the completion of certificates or degrees in peer support work, community services, disability or mental health or other related fields
- Demonstrated ability to undertake case management/ provide practical support
- Knowledge of current theory and practice relating to working in a trauma-informed framework

## **Requirements**

- A satisfactory Northern Territory working with children's check (Ochre Card)
- A satisfactory National Criminal History Check
- A commitment to our Safeguarding Children Practice and Behaviour Guidelines
- Evidence of vaccination status as required by Northern Territory Health Directive

## **Corporate**

### **Physical Resources**

- Take care of physical resources during employment with RA-NT including IT, vehicles, equipment and related items.

### **Systems**

- Comply with RA-NT corporate systems, policies and procedures

### **Work Health and Safety**

- Demonstrated safe work practices for personal health and safety, and the health and safety of others in line with Work, Health and Safety requirements
- Comply with any reasonable instruction and co-operate with any reasonable policy or procedure of the organisation relating to health or safety in the workplace

***Please note that Position Descriptions are under regular review and may be changed by the Chief Executive Officer, after consultation, at any time.***

## **Acknowledgement**

I have read, understood and accept the position as documented in this position description.

Employee Name (Please Print):

Signature:









Date:

<i>Reviewed by:</i>	<i>Human Resources</i>	<i>April 2022</i>
<i>Review due by:</i>	<i>Human Resources</i>	<i>April 2024</i>
<i>Approved by:</i>	<i>Chief Executive Officer</i>	<i>January 2022</i>

## Basic Employment Conditions for – Disability Peer Support Worker

<b>Place of Employment:</b>	Darwin
<b>Probationary Period:</b>	6 months
<b>Salary:</b>	\$77,584.00, Level 4, Pay point 1 (SCHADS Award)
<b>Hours of Work:</b>	Full-time or Part-time, Fixed Term until December 2023
<b>Superannuation:</b>	As per Commonwealth Superannuation Guarantee [Administration] Act 1992

## Benefits and Entitlements

<b>Salary Packaging:</b> 	As a Public Benevolent Institution (PBI) RA-NT can offer up to \$15,899 per annum pro rata of the salary, tax-free as a fringe benefit (Conditions Apply).
<b>Entertainment Benefits:</b> 	As part of the Salary Packaging RA-NT can offer up to \$2,650 per annum pro rata of the salary, tax-free as a fringe benefit (Conditions Apply).
<b>Annual Leave:</b> 	5 weeks per annum pro rata. Leave Loading of 17.5% will be payable on annual leave per annum pro rata. In addition, 3 days of leave (without Leave Loading) are given between Christmas and New Year during the RANT Office Closure.
<b>Long Service Leave:</b>	As per the NT Long Service Leave Act.
<b>Personal &amp; Parental Leave:</b> 	10 days per annum pro rata for personal leave and up to 6 weeks paid parental leave per annum pro rata.
<b>Professional Development:</b> 	Staff development in accordance with RA-NT guidelines (\$2,000 – total of 8 days PD leave pro rata). PD is accessible after three months of continuous service.
<b>Wellbeing Allowance:</b> 	\$500 allowance and one Wellness Day off per staff member, per financial year as part of the organisations commitment to improve the health of its employees, allowance paid upon production of receipts, conditions apply.
<b>Relocation Allowance:</b> 	An allowance of up to \$4,000 is payable if relocating from interstate (Conditions Apply).
<b>Cultural Fitness:</b> 	A number of events are organised throughout the year to promote and celebrate diversity.