

Employee Position Description

Position Details		
Position Title: AOD Peer Support Worker	Department: Alcohol and Other Drug Team	Agreement: Community Health Centre (Stand Alone Services) Social and Community Service Employees Enterprise Agreement 2022
Reports To: Manager, Alcohol and Other Drugs	Location: Based at Hawthorn or Doncaster, depending on availability and needs	
Direct Reports: Nil	Employment Status: Permanent Part Time (0.6EFT)	
Position Primary Purpose		
<p><i>We acknowledge people in our communities with a lived experience of mental health, drug and alcohol concerns and suicide, and those who care for them when they need it. We respect and value their generous contributions which teach us, and guide us to continually shape, reflect upon and deliver quality care, from a lived experience perspective.</i></p> <p>The AOD Peer Support Worker provide practical and emotional support for clients and their families whose lives are significantly impacted as a result of alcohol and other use. This role provides the opportunity to share your experiences of recovery to engage and empower participants, their families, clinicians and the community to ultimately improve outcomes for clients and families/loved ones engaged in the AOD services at Access Health and Community.</p> <p>This role provides the opportunity to:</p> <ul style="list-style-type: none"> • Intentionally and safely share your lived and/or living experience of recovery • Offer a welcoming, hopeful, and empathetic approach working alongside others in their recovery journey • Engage and empower participants, their families, clinicians and the community to better understand the lived experience perspective • Work as part of a multidisciplinary team within a supportive, inclusive, and diverse workplace. <p>This role consists primarily of one-to-one work with clients, but may also involve some group facilitation and outreach work.</p> <p>The primary components of this role include:</p> <ul style="list-style-type: none"> • Assisting in the co-facilitation of a weekly Peer Support group program at AccessHC at our Hawthorn location • Assisting with setting up, packing up and activity development for peer support groups • Supporting consumer participation across the organisation, which may include consultation to the organisation regarding program development • Providing administrative and backfill support to AOD Peer Support Workers and wider AOD team, where required. <p>The AOD Peer Support Worker will play an integral role in the wider AOD team at AccessHC. The position will be based at Access Health and Community (AccessHC) at our Hawthorn site. There may be a requirement to travel to other sites across Access Health and Community.</p>		

This position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. AccessHC employees will therefore be expected to comply with manager's directions when and as required, which may include completion of duties not listed in this document.

Decision Making Authority	Key Relationships
<p>Decisions made independent of Manager</p> <ul style="list-style-type: none"> Formulation of peer support group programs and resources 	<p>Internal</p> <ul style="list-style-type: none"> Engage in regular clinical supervision with Senior Clinician, AOD and Senior Peer Worker Engage in regular operational supervision with AOD Manager Collaborate with wider AOD team to input into shared care practices for clients with complex needs and co-occurring conditions Maintain professional and collaborative internal relationships with AccessHC Mental Health team, Mental Health peer workers and AOD/MH Intake team. <p>External</p> <ul style="list-style-type: none"> Participate in relevant networks, including SHARC Peer Support Network

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Version No: 1	Last Updated: Sept 2024	Author: <i>Rachel Shankland</i>	Approved By: <i>Sally Chick</i>	Page 2 of 5
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Key Accountabilities	
Focus Areas	Responsibilities
Direct client work	<ul style="list-style-type: none"> • Establish professional peer relationships with clients referred to the service • Contributing to client care planning and discharge planning • Participate in care team meetings and consultations • Promote autonomy, empowerment, self-advocacy for client • Establish and maintain professional boundaries • Escalate issues of concern to line manager as required, such as risk, OH&S issues.
Group program delivery	<ul style="list-style-type: none"> • Establish and facilities at least five peer support programs across the EMPHN catchment with a focus on medication misuses and recovery • Develop and deliver content for closed, therapeutic or psychoeducation peer groups as required • Lead or co-facilitate open and closed groups for individuals or families • Assist in the general review and evaluation of the group programs • Develop strong community and sector connections to support improved participation in group programs
Community Engagement and Networking	<ul style="list-style-type: none"> • Actively promote AOD/health supports available across AccessHC and partner sites • Attend external AOD services (such as residential withdrawal services) to deliver peer support and education sessions on AOD and substance use and lived experience, and discuss referral options with clients • Where relevant, attend community development forums and participate in community development activities • Represent AOD services and lived experience workforce at local, regional and state-wide networks, forums and presentation as appropriate • Contribute to relevant community networks and the development of the AOD services across AccessHC and partner agencies and sites
Integration with Access Health & Community	<ul style="list-style-type: none"> • Actively participate and contribute to AccessHC service integration activities as requested by the Manager AOD. • Represent the service as required in a professional, courteous and empathic manner
AccessHC Values	<ul style="list-style-type: none"> • Through actions and behaviour, demonstrate AccessHC Values of: <i>Collaboration, Respect, Equity, Innovation and Quality</i>

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Selection Criteria

Mandatory selection criteria

- Police Check
- International Police Check (*If worked overseas in the past 10 years*)
- Working With Children Check
- Driver's Licence

Key selection criteria

- Identify as having lived experience of substance use/dependence and mental ill health and demonstrate current stability in your recovery
- Relevant training, or enrolment or qualifications in AOD/MH Peer Work/ Peer Support. Training such as Intentional Peer Support (IPS) training, a Cert IV in Peer Support or previous paid/voluntary role in lived experience family/carer work is highly desirable.
- Be willing to effectively, respectfully and appropriately use your lived experience of substance use issues and mental ill health in your role
- Experience and confidence to co-facilitate a peer support group, identify any risk issues and seek support from clinical staff where required
- Experience in speaking at or delivering community education or community engagement events

Attributes

- High level of cultural sensitivity and awareness, and the ability to work safely and effectively with people from diverse backgrounds, including First Nations, culturally and linguistically diverse and LGBTIQ+ communities.
- Commitment to accepting people's differences and to respecting the rights of others to make their own choices.
- Excellent communication, listening and engagement skills and commitment to a collaborative, shared care approach
- Effective time management and prioritisation skills
- Understanding of principles of confidentiality, and rights and responsibilities of clients/consumers within a community health context
- Commitment to continuous quality improvement and health promotion principles
- Demonstrated ability to work in a team environment
- Computer literacy, including proficiency in Microsoft programs such as Word and Outlook
- Demonstrated behaviours consistent with AccessHC values

Access Health and Community (AccessHC) is a Child Safe Organisation that values inclusivity and diversity. We encourage applications from people with disabilities, those with lived experience of mental health and/or alcohol and other drugs (AOD) challenges, and those with diverse genders and sexualities.

At AccessHC, our vision for reconciliation is an Australia where Aboriginal and Torres Strait Islander peoples experience equitable health and social outcomes. Our Reflect Reconciliation Action Plan (RAP) will contribute to achieving reconciliation. We will seek an understanding of and acknowledge histories and injustices, support the active expression of culture, build strong, trusting relationships, and apply culturally appropriate practices within our work.

We will work in partnership with Aboriginal and Torres Strait Islander peoples to create a welcoming and safe place for everyone at our services. AccessHC acknowledges the Traditional Owners of the land on which we work. We pay our respects to the Elders past, present, and future, and extend that respect to other Aboriginal and Torres Strait Islander people and we acknowledge that sovereignty was never ceded.

As a vaccine positive organisation, we encourage COVID-19 vaccinations and require successful applicants to undergo a Working With Children Check, Police Check and potentially an International Check.

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Authorisations	
Employee Name: Signature: _____ Date: / /	Manager Name: Signature: _____ Date: / /

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