



Position Description Caseworker/Counsellor (Part Time)

Position Title:	Caseworker/Counsellor
Program:	Weave Speakout Dual Diagnosis Team
Team:	Speak Out
Reports to:	Speak Out Team Leader
Supervises:	None
Responsible for:	Providing individual casework, counselling, family counselling and some group work for young people (aged 12-28 years) with coexisting mental health and AOD issues.
Location:	1B Elizabeth Streets Waterloo 2017 and outreach as required.

EMPLOYMENT DETAILS AND REMUNERATION

Employer:	Weave Youth and Community Services Inc.
Hours per Fortnight:	49 hours per fortnight (4 days one week and 3 days the alternative week)
Status:	Part time depending on continued funding (currently funding confirmed up until June 30th 2020)
Award:	Social Community Home Care and Disability Services Award (SCHCADS)
Category:	Classification for this position is SCHCADS (SACS) Level 4 Paypoint 1 – 4 Depending on qualifications and experience.
Salary Range:	\$37.02 - \$39.89 per hour
Benefits:	Generous wage packaging/salary sacrifice available.
Funding Body:	Federal Department of Health

SUMMARY OF THE POSITION

Providing intensive wrap around casework, counselling, practical assistance, information and referral, education advice and support services to young people with co-existing mental health and AOD issues.

KEY ACCOUNTABILITIES

- Provide individual counselling/casework and case management support to young people with complex trauma histories and complex needs, including co-existing mental health and AOD issues.
- Provide referral, advocacy, information, and support services to Speak Out team clients.
- Work in a highly responsive, trauma informed, strengths-based, healing-centered, culturally safe and innovative way.
- Work collaboratively under a “shared care” model alongside other Weave staff and external health professionals and service providers.
- Contribute to strategic planning for the Speak Out Program and Weave in general.
- In consultation with your team leader, develop work plans in alignment with Weave’s Strategic Plan and participate in training and performance appraisal as required.
- Attend monthly clinical supervision.
- in alignment with your work plan identify professional training and development needs in consultation with the Speak Out Team Leader.
- Liaise with relevant networks, agencies, community members and government departments.
- Assist the team with supervision of student placements as appropriate.
- Assist with and encourage client participation in Weave events and projects.
- Maintain up-to-date administrative and clerical records as required within the course of your work, including upkeep of client files, data base, daily client statistics, organizing logistics for groups, writing reports and support letters.

- Supporting Weave staff clinical practice by coordinating regular peer review sessions.
- Other duties as required.

General Accountabilities of all Weave Staff

- Work as part of the wider Weave team displaying effective team membership.
- Participate in Weave staff meetings, team building, planning days, peer development, training and performance appraisal as required.
- Attend regular supervision as arranged with your team leader.
- Perform all duties in accordance with the Weave Code of Conduct and Weave policies and procedures.
- Casework practice should be in line with and be guided by “Weave’s How We Do What We Do” practice framework.
- Commit to EEO policy and OH&S safety standards, ethical practice principles and a commitment to the principles of cultural diversity.
- Take responsibility to ensure that Weave is a warm, inviting and hospitable environment for all.
- Notice when things are untidy and make an effort to clean up as needed. Upkeep of Weave centres is the responsibility of all Weave staff.
- Ensure all visitors are welcomed, including offering cups of tea, coffee, water etc. and that they get the assistance they came for, including information and referral, if Weave cannot assist directly. Hospitality is a shared responsibility of the whole Weave team.
- It is important to take care to listen very carefully and hear what people are asking for and not make assumptions about their needs.
- If someone has made an appointment to see a particular worker, you need to make sure that the staff member knows the person has arrived and is waiting for them.
- Expectations of workers roles can change according to the needs of the community and available resources.

ESSENTIAL SELECTION CRITERIA

- Tertiary qualifications in Human Services (Social Work, Youth Work, Community Development)
- Tertiary Counselling qualifications.
- Minimum 2 years experience in a casework and counselling role, preferably with young people in a community organisation.
- Well-developed counselling skills – demonstrated ability to draw upon a range of therapeutic models, preferably including Narrative Therapy.
- Demonstrated experience of working within a trauma-informed and strengths based, healing-centred framework.
- Experience providing counselling to marginalised young people experiencing a range of complex issues, in particular co-existing mental health and AOD issues.
- Understanding of the impacts of intergenerational trauma as well as systemic and social issues facing Aboriginal people and communities in the Waterloo/Redfern area and beyond.
- Excellent verbal and written communication skills.
- Current NSW Working With Children Check clearance as an employee.
- A commitment to EEO policy WH&S safety standards, ethical practice principles and a commitment to the principles of cultural diversity.
- Common sense and a good sense of humour
- Must have current Class C drivers licence
- Willingness to use own vehicle for work purposes when required. Generous mileage allowance available.

DESIRABLE CRITERIA

- Knowledge of service networks in City of Sydney, and Sydney's Inner West areas.
- Demonstrated experience working with Aboriginal young people and communities

- Current First Aid certificate
- Experience in and/or training in cross-cultural communication