

Position Description

POSITION TITLE	Linkages and Brief Interventions Clinician	
DIRECTORATE/SERVICE/PROGRAM	Client Services / Mental Health and Alcohol & Other Drugs (AOD)	
REPORTS TO	Team Leader Adult and Family AOD	
DIRECT REPORTS	nil	
CLASSIFICATION: SCHCADS Level 5 BCYF Enterprise Agreement 2019	EMPLOYMENT TYPE: Part Time Ongoing	LOCATION: Geelong

ORGANISATIONAL OVERVIEW

Barwon Child Youth & Family's (BCYF) vision is for 'a community where people are safe, connected and empowered to live well.'

BCYF is an independent, not-for-profit community service organisation that provides, delivers and develops services, where the need exists, that advance the rights and well-being of children, young people and their families.

BCYF has a breadth of services ranging from prevention and early intervention, to complex care, which are delivered via a significant client services platform. BCYF is also the parent company of its subsidiary 'BAYSA', a registered housing provider of a range of accommodation and community support programs.

Governed by a Board of Directors and supported by an experienced leadership team, BCYF employs more than 300 staff and is committed to achieving its strategic priorities of service excellence, social impact and organisational sustainability. BCYF is committed to providing a safe and friendly environment for children and young people.

The Odyssey Barwon Partnership brings together Odyssey, Barwon Child Youth and Family, Windana Drugs and Alcohol (Windana), and Western Victoria Primary Health Network into one integrated client response to deliver community based Alcohol and Other Drug (AOD) treatment service, and in the delivery of health/human/support services that can be instrumental in clients' achieving their recovery goals.

BCYF is an equal opportunity employer and encourage individuals of diverse backgrounds including but not limited to those from Aboriginal and Torres Strait Islander, Culturally and Linguistically Diverse communities or applicants with a lived experience of disability to apply. Reasonable adjustments will be made for people with disabilities where operationally viable.

POSITION PURPOSE

The Linkages and Brief Interventions Clinician will play a key role in enabling access to the appropriate service type from referral sources in other service areas of BCYF and external organisations, to the BCYF Odyssey Barwon and Barwon AOD service platform. As such, this role seeks to maximise the opportunities for client engagement of this platform, so will typically be involved in bridging and assessment, as well as adding value to satellite service systems such as BCYF Family and Community Services.

This role is partly funded via the Western Victorian Primary Health Network to provide Specialist Family Interventions for families and individuals affected by substance use.

KEY ACCOUNTABILITIES & DUTIES

Key Accountabilities & Duties	Measurable Outcomes
<p>Service Provision</p> <ul style="list-style-type: none"> • To participate in the integrated intake system for AOD; playing a crucial role in bridging and linkage work • Engage a cohort who are characterised by pre-contemplative behaviours as well as competing demands of life complexity which results in underservicing and difficulty in accessing treatment • Conduct comprehensive assessments • Develop treatment plans and provide interventions and assertive referrals to meet the needs of clients and their families, including those with complex needs • Utilise therapeutic and evidence informed approaches to engage and treat individuals and family members affected by someone else's substance use • Ensure service accessibility, conducting outreach appointments if required • Ensure linkages, referrals and coordinated service responses in relation to AOD/ Mental Health/Family Violence and Child Safety • Liaise and Coordinate with the Odyssey Barwon Assessment worker including conducting assessments on behalf of Odyssey Barwon • Develop effective partnerships with relevant services to ensure services provided to clients are coordinated and clients are linked with appropriate specialist supports • Attend and present at clinical review s required form Odyssey Barwon 	<ul style="list-style-type: none"> • <i>In collaboration with the Team Leader and integrated intake team work within the Duty system including the 1300022293 Intake number, electronic mailbox, spreadsheet and walk ins as required.</i> • <i>Conduct Intake forms for people 25<</i> • <i>Ensure inquiries are followed up within 24 hours and allocation occurs within one week of completing Intake</i> • <i>Maintain a case load of clients (approximately 10-15 in total - balanced on need) that is comprised of assessment, bridging, linkage and ongoing care both for people with substance use issues, as well as their families</i> • <i>To hold and manage the wait list as required</i> • <i>Conduct approximately 2 assessments per week on behalf of Odyssey Barwon – Up to 96 assessments per year</i> • <i>Routinely attend (or arrange if required) professional and care team meetings</i> • <i>Represent BCYF AOD both internally and externally</i> • <i>Practice motivational interviewing, single sessions intervention as well as other therapeutic approaches whilst being guided by harm minimisation principles</i> • <i>Attendance at relevant sector conferences, training and professional development activities in negotiation with manager</i> • <i>Ensure data collection via rediCASE and AIHW spreadsheet is maintained</i>
<p>Sector and Workforce Development</p> <ul style="list-style-type: none"> • Provide secondary consultation and advice as required both within BCYF, Odyssey Barwon Consortium • Consult with and refer to external AOD services to develop and support the provision of recovery and harm reduction orientated treatment • Represent BCYF on delegated committees/networks and community development initiatives or projects. 	<ul style="list-style-type: none"> • <i>Maintain strong relationships across the BCYF/ Odyssey Barwon consortium service platform</i> • <i>Participate in review and evaluation processes</i> • <i>Participate in the development and review of program tools and methods</i> • <i>Maintain and extend service relationships across the AOD treatment service systems as well as the broader service systems</i> • <i>Attendance at designated networks and reporting relevant information back to internal meetings</i>

<p>Continuous Quality Improvement</p> <ul style="list-style-type: none"> Active involvement in the application of BCYF's quality and risk management frameworks Comply with the standards of a child safe organisation in both practice and culture Active involvement in professional development to build theoretical knowledge and practice capability Other reasonable duties as directed 	<ul style="list-style-type: none"> <i>Regular attendance at individual supervision and completion of the Professional Development Review Record annually</i> <i>Attendance at team meetings including a minimum of 6 Practise Meetings per year</i> <i>Utilisation of the Building Practice Modules of the BCYF Learning & Development Calendar</i>
<p>Organisational Accountabilities & Duties</p> <ul style="list-style-type: none"> Other reasonable duties as directed Active involvement in the application of BCYF's quality and risk management frameworks Comply with the standards of a child safe organisation in both practice and culture Active involvement in professional development to build theoretical knowledge and practice capability 	<ul style="list-style-type: none"> <i>Demonstrated participation in continuous quality improvement and risk management activities</i> <i>Adherence with Child Safe Standards.</i> <i>Ensure all work complies of the relevant legislation/ regulations, BCYF's' policies and procedure</i> <i>Demonstrated participation in professional development activities.</i>

KEY STAKEHOLDERS

- Youth AOD, Odyssey Barwon, BCYF Youth & Family Services, headspace Geelong External
- DHHS – Child Protection, Orange Door
- Barwon Health MHDAS, Salvation Army – Drug Treatment Services and other AOD providers
- Other Community Services, schools
- Western Primary Health Network (WPHN)

ORGANISATIONAL VALUES & BEHAVIOURS

Our Values	Expected Behaviours
<p>INTEGRITY <i>I am respectful, accountable and professional</i></p>	<ul style="list-style-type: none"> I treat others with respect. I demonstrate resilience and contribute to a positive workplace culture. I reflect on my actions and practices and respond to constructive feedback. I ensure that the organisational values and behaviours are reflected in my work. I build strong professional relationships with colleagues, clients and partners
<p>COMMITMENT <i>I am dedicated to achieving positive outcomes</i></p>	<ul style="list-style-type: none"> I seek continuous improvement and solution based practises and outcomes. I accept the accountabilities associated with my role and performance. I embrace new ideas, methods and systems. I take pride in my work and contribute to positive change. I adapt when required and am flexible to changes in my role.
<p>INCLUSION <i>I involve colleagues, clients and partners in my work</i></p>	<ul style="list-style-type: none"> I engage and listen to clients and their families in planning and decision making. I embrace opportunities to participate in organisational development. I collaborate positively within my team and across the organisation. I share my knowledge, achievements and learnings both internally and externally. I recognise the strength that diversity brings to our workforce and community.

OHS RESPONSIBILITIES

The Board of Directors and Executive Management Team recognise the moral and legal responsibilities in providing a working environment for its employees, volunteers, contractors, visitors, the general public and those whom we serve (our clients), that is safe and healthy.

BCYF promotes a safety culture throughout the organisation that ensures that every employee actively participates in the health and wellbeing of themselves and their co-workers. All employees are expected to embrace this culture in line with the values of the organisation. All staff are expected to be aware of and participate in their duty of care in the workplace as outlined in induction and organisational policies.

PHYSICAL REQUIREMENTS & ENVIRONMENTAL CONDITIONS OF THE ROLE

The following table identifies the physical and psychological work environment characteristics that are inherent requirements of the role. Where possible, BCYF will make reasonable adjustments to enable individuals with disabilities to perform the essential functions of their roles.

Required activities / working environment	Frequency
Computer based tasks, sedentary position, office based	Often
Repetitive manual tasks	Sometimes
Driving, in & out of vehicles	Sometimes
Walking, climbing stairs, bending	Sometimes
Working alone or at a co-located site	Rarely
Confrontational/confronting situations <i>(Due to the nature of our work there may be times when staff are exposed to behaviour, language and/or situations that can be confronting)</i>	Often
Working outside in differing weather conditions	Rarely
Attending external locations including client homes	Sometimes

A signed pre-existing condition declaration form is required to be completed prior to commencement.

KEY SELECTION CRITERIA

Essential

- Relevant health and or welfare tertiary qualification such as Social Work, Psychology, Counselling, Nursing, Allied Health Sciences, AOD or other relevant area of study desirable.
- Certificate IV in AOD or completion of the core competencies (or able to complete within the first 12 months of employment)
- Demonstrated experience in using advanced therapeutic skills when working with families who present with complex issues
- Demonstrated understanding of the principles and practice of harm minimisation orientated treatment and prevention of AOD problems
- Demonstrated understanding of care planning, case management and crisis intervention with people who present with AOD and other complex issues
- Adaptability and flexibility to work across different service types and program areas
- Satisfactory outcome of a confidential Police Check and Working with Children Check.
- Possession of a current Victorian Driver's License
- Understanding of the purpose and expectations of the Victorian Child Safe Standards and demonstrated commitment to contributing to a child safe organisation in both practice and culture.

Desirable

- Trauma informed training and/or experience

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- Understanding of Family Inclusive and Sensitive Practice

EMPLOYMENT CONDITIONS

Employees are required to read, understand and comply with all BCYF policies, procedures and reasonable direction, whilst demonstrating professional workplace behaviours in accordance with the BCYF's Code of Conduct.

BCYF is committed to being a safe and friendly organisation for children and young people and therefore require all employees to undergo and maintain a range of satisfactory checks as a condition of employment. These include:

- *Working with Children Check*
- *National Police Check*
- *International Police Check (if required)*

POSITION DESCRIPTION ACKNOWLEDGEMENT

I have read, understood and agree to comply with the above position description.

Employee Signature:		Date:	
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