

## POSITION DESCRIPTION

# Senior AOD Therapist - TC

POSTC2042

ISO9001 | Approved by Eric Allan | Next Revision: 07/11/2021



<b>Locations:</b>	Lower Plenty and Richmond
<b>Classification:</b>	SCHADS Level 4
<b>Reports To:</b>	Clinical Team Leader
<b>Direct Reports:</b>	AOD Therapists

### The Organisation

Odyssey House Victoria (OHV) is a place of hope and positive change for individuals working towards breaking their pattern of addiction. At OHV, we believe that every person should have the opportunity to change and grow. Our diverse teams work with individuals, families and communities to reduce drug use, improve mental health and reconnect people to their family and the community.

The Therapeutic Community (TC) is a long-term residential program with 143 treatment beds that works with clients to establish healthier relationships, promote personal change and support them in their recovery journey. An essential element of the TC is the individual clients' relationship to the peer community.

### Position Objective

The Senior AOD Therapist performs duties of a specialised nature based on acquired expertise in the field. Supporting the effective operations of the TC, from client admission to residency and graduation, the Senior AOD Therapist ensures the clinical and administrative functions pertaining to this process are carried out effectively.

The key purpose of this position is to support the Clinical Team Leader in implementing programs and standards, model clinical best practice, and promote TC values amongst the staff group, residents and their families. Through direct supervision of the AOD Therapists, the Senior AOD Therapist guides staff in fostering the TC process of mutual self-help recovery, engaging the combined functions and activities of the Facilitator, to guide the individual through a process of self-discovery and change, the Counselor to ensure that every resident in the community obtains relevant individual and group counselling whilst enhancing and promoting self-help as a concept and activity, and the Role Model, using the social environment to maximise peer influences by encouraging transmission of residential community teachings rather than directly instructing, and delivering such communications in the manner or style that reflects the rational purpose of helping.

## Role Responsibilities

Working under general direction, the role undertakes responsibility for the following varied activities, which may require exercise of judgment and/or contributing critical knowledge and skills where procedures are not clearly defined.

### Teamwork

Assist the Clinical Team Leader

- To implement change and promote a culture of best practice;
- To develop, implement, monitor and review client-focused clinical practice;
- By providing regular reports on client progress;
- To develop and implement clinical initiatives and reviews.

### Team Supervision

- Ensure that all AOD Therapist reports are appropriately supported, professionally supervised and provided with regular feedback regarding their performance;
- Conduct performance appraisals (PDR's) for all AOD Therapist reports and develop work plans for staff in consultation with the Clinical Team Leader;
- Develop AOD Therapists and other Clinical Team members in their client understanding and decision making;
- Manage and support staff fostering a positive team culture, consistent with work plans, organisational expectations, policies and procedures;

### Clinical Leadership

- Model best practice in the application of organisational policies and boundaries in service delivery;
- Actively participate in clinical supervision;
- Assist in the planning and implementation of treatment and other activities;
- Assist in the supervision of therapy team reviews, case reviews and other relevant meetings.
- Present organised, timely reports to supervision groups and staff meetings.
- Contribute to the continuing development of OHV Child Safety policy and procedures and ensure that all staff and program areas promote and adhere to child safe practices;
- Promote the benefits of improved lifestyle and mental health, free of substance abuse and other anti-social behaviours amongst the staff and residents;

### Provision of Treatment Services

- Facilitate therapy groups and individual counselling sessions;
- Prepare and review all awarenesses, awards and sanctions received by residents.
- Conduct client planning groups to develop individual recovery plans (IRPs)
- Ensure high quality case management and timely record keeping
- Oversee and support the staff and senior residents during admission;
- Facilitate and train staff and residents in the communiqué process,;

- In consultation with relevant staff/senior residents assist, in the planning and monitoring of admissions timetables and schedules;
- Conduct regular client file audits.

### **Program Development and Treatment Activities**

- Keep abreast of current relevant research and publications;
- Maintain best practice knowledge in addiction and co-occurring mental health conditions;
- Contribute to the development, review and implementation of program modules.

### **Networking**

- Provide court advocacy for clients;
- Assist in the appropriate referral and conjoint treatment of clients and the development of inter-agency protocols;
- Represent the organisation and its clients.

### **Quality**

- Participate in the ongoing development and implementation of quality assurance systems and processes including the “Community of Community” reviews;
- Model appropriate workplace health and safety practices;
- Ensure rigour and structure in practice, good record keeping, and file management.

### **Other**

- Participate in an ‘on call’ roster;
- Assist in the supervision and collection of urine samples from clients;
- Participate in continuing professional development;
- Assist in the roster for holding staff keys in the absence of the TC Administrator;
- Undertake other activities as determined by the Clinical Team Leader.

## **Key Selection Criteria**

1. Degree, or a Diploma with a minimum of two years experience, in Health, Mental Health or Allied Health
2. Excellent case management skills and the ability to work with complex clients.
3. Demonstrated ability to engage clients in dialogue and develop a therapeutic relationship.
4. Demonstrated ability to work as part of a multi-disciplinary team, be open to giving and receiving feedback, and recognise and resolve interpersonal conflict.
5. Demonstrated experience and knowledge of high quality therapeutic service delivery, coupled with a strong theoretical and evidence based practice in the principles of recovery, and a commitment to community education and health promotion.
6. High-level stakeholder engagement skills, with the ability to build and maintain relationships and communicate with a wide variety of audiences.
7. Well-developed capacity to continuously review and make responsive changes where needed to ensure a high standard of service delivery.
8. Strong communication and organisational skills with a demonstrated ability to meet deadlines,

balance competing demands and priorities work effectively.

## Essential Requirements

- AOD competencies for Health Professionals (see Appendix A), or a commitment to obtain the competencies within 12 months of employment.
- Empathy for those whose lives have been affected by problematic alcohol and other drug use/ and or mental health disorders.
- Satisfactory outcome of a confidential Police Check and Working with Children Check. OHV is committed to child safety and is a Child Safe organisation.
- Possession of a current Victorian Driver's Licence.
- Information technology skills, including proficiency in Microsoft Office suite.
- Eligibility to work in Australia.

## Desirable Requirements

- First Aid and/or Mental Health First Aid Certificate
- Current knowledge of OH&S practices.

## Expectations

### All Residential Services staff are expected to:

- Work in an open, honest and reflective style, participating as members of the staff group.
- Be responsive and flexible to the needs of residents, including participating in out-of-hours duties as required, unscheduled meetings, events and other tasks.
- Model behaviours and attitudes in keeping with the objectives of the Program and at all times act in accordance with the staff *Code of Conduct* and resident *Bill of Rights*.
- Share information about the work of the Program with visitors, interest groups, statutory bodies and professional associations as part of OHV's commitment to informing others of our work.
- Promote the benefits of improved lifestyle and mental health free of substance abuse and other self-defeating anti-social behaviours amongst the staff and residents.

### \*Appendix A

#### AOD Competencies

Ongoing training requirements and the attainment of AOD competencies relevant to the position will be determined with the manager. Where determined as necessary to the role, OHV will invest in the person's professional development by providing them through its RTO. The timeframe for completion of the minimum competencies is to be agreed between the manager and employee.

The essential competencies are:

- CHCAOD001 - Work in the AOD sector
- CHCAOD004 - Assess needs of clients with AOD issues
- CHCAOD006 - Provide interventions for people with AOD issues
- CHCAOD009 - Develop and review individual AOD treatment plans