

# POSITION DESCRIPTION

## Senior AOD Counsellor (Melbourne Drug Court)

POSCS3145



<b>Location:</b>	Melbourne CBD
<b>Classification:</b>	SCHADS Level 4
<b>Reports To:</b>	Team Leader & Senior Clinician Melbourne Drug Court
<b>Direct Reports:</b>	N/A

### 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.

### Position Objective

OHV is partnering with Uniting ReGen (ReGen) to deliver counselling services to the Melbourne Drug Court (MDC). OHV and ReGen are lead providers for the North and West Metro AOD Service. This role will efficiently interface with the broad range of the North and West AOD partner services.

The Senior AOD Counsellor will work with MDC clients for up to 2 years, as part of a small counselling team, to provide support, referrals, secondary consultation, and liaison with other in-house health and welfare providers and the MDC staff and Magistrate. The position has a focus on assessing and addressing the underlying causes of offending, including support and referrals around welfare and mental health issues.

### 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.

### Casework and provision of treatment services

- Building strong and effective relationships with program participants and their families to create positive expectations and confidence in treatment.

- Providing high quality engagement, assessment, counselling and support services to individuals and their families, through evidence-based counselling interventions.
- Operating within diverse therapeutic frameworks and treatment modalities.
- Contributing to the development of treatment plans with other MDC support staff and providing effective counselling interventions and treatment recommendations to meet the individual needs of program participants and their families, including those with complex needs.
- Providing information, individual support, education and practical assistance to program participants to help them to reduce the harms of their substance use in collaboration with other Melbourne Drug Court services.
- Considering the needs of (and identifying any risks to) partners and vulnerable children, working with families to develop safety plans and facilitating referrals to Child First and Family service agents when indicated.
- Actively promote and adhere to the OHV Child Safety policy and procedures to assist OHV to maintain a Child Safe Organisation and support colleagues to engage in child safe practices.
- Participating in the development of exit and post-treatment support plans to offer participants appropriate support to maintain treatment gains and access employment and training opportunities.
- Working with diverse communities including people who identify as Aboriginal and Torres Strait Islanders, CALD and LGBTQI.
- Coordinating with other AOD specific and related programs (internal and/or external) to providing holistic AOD treatment.
- Collaborating and providing secondary consultation with other services/professionals where an integrated/multidisciplinary approach is required. This includes, but is not limited to, mental health, housing, employment, financial counselling, generalist counselling, family counsellor, domestic violence worker and culturally appropriate services.
- Providing MDC participants with high quality education and written information around the management of AOD issues and the specific needs and issues they face.
- Developing and maintaining collaborative and productive working relationships with internal and external stakeholders.

### **Supervision and professional development**

- Participating in ongoing professional development, individual and group supervision, reflective practice, and relevant training as required and in consultation with the team leader, taking into account part time status.

### **Administration and management**

- Maintaining a high standard of documentation (including client files and records) compliant with accountability structures and in accordance with professional, legislative, contractual service obligations and organisational standards.
- Providing data to assist in the MDC information requirements and evaluation.
- Preparing reports for the Court and providing expert advice to the Magistrate.
- Participating in, and contributing to, meetings and presenting on relevant client issues.
- Adhering to and keeping informed of all relevant legislative compliance requirements, reporting any perceived breaches, risks, hazards, incidents and complaints to the Line Manager or other appropriate person.

- Undertaking other duties as directed by the Team Leader, OHV Program Manager and/or Drug Court Manager.

### Key Selection Criteria

1. Relevant Health, Social or Welfare tertiary qualification such as Social Work, Psychology, Nursing or Allied Health Sciences, or equivalent knowledge and experience.
2. Significant experience in the provision of assessment and counselling services with AOD and/or dual diagnosis clients.
3. Proven ability to work effectively with people and families experiencing problematic alcohol and other drugs use in a respectful, compassionate and positive manner.
4. Ability to support positive behavioural and recovery-orientated care.
5. Ability to convey warmth, openness, empathy and concern for the welfare of participants.
6. Experience in therapeutic approaches such as: Motivational Enhancement Therapy, Cognitive Behavioural Coping Skills Training, Family Inclusive Practice, self-help groups, Community Reinforcement Approaches.
7. Demonstrated understanding of community-based interventions for reducing alcohol and drug related harm and the ability to collaborate effectively with partner agencies and other service providers.
8. A demonstrated commitment to teamwork and the ability to take appropriate individual and team responsibility for the welfare of program participants.

### Essential Requirements

- Relevant Health, Social or Welfare tertiary qualification such as Social Work, Psychology, Nursing or Allied Health Sciences, or equivalent knowledge and experience.
- Completion of minimum AOD competencies (or able to complete within the first 12 months of employment).  
*\*Note: refer to Appendix A for details on competencies.*
- Fulfils requirements for DHHS Accredited Forensic Clinical Drug Assessor.
- Information technology skills, including proficiency in Microsoft Office suite.
- Empathy for those whose lives have been affected by problematic alcohol and other drug use and 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 License.
- Eligibility to work in Australia.

### Desirable Requirements

- Specialist knowledge in one or more relevant areas such as Family Therapy, Mental Health, Family Violence, Trauma, Criminology etc.
- First Aid Certificate.
- Current knowledge of OH&S practices.

## ***\*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 an alcohol and other drugs context
- **CHCAOD004** - Assess needs of clients with alcohol and other drugs issues.
- **CHCAOD006** - Provide interventions for people with alcohol and other drugs issues
- **CHCAOD009** - Develop and review individual alcohol and other drugs treatment plans.