



Forensic Clinician Position description

Position Title	Forensic Clinician
Program	Bentleigh AOD
Employment type	Full time fixed term contract until 30 June 2023 (0.8 can be negotiated)
Hours per week	Full time
Location	Bentleigh
Reports to	Team Leader, Bayside AOD

About TaskForce

Since 1973, TaskForce has provided specialist support for people in serious need in Victoria. Our core services focus on addressing social issues of alcohol and other, unemployment, mental health and high risk taking behaviours, supporting our clients to transition back into “mainstream” services and supports. The people who access our services have experienced significant disadvantage or a crisis in their lives and as a result are prevented from reaching their potential.

Background

TaskForce provides a number of Drug and Alcohol services and Youth Support Services in the areas of Education and Employment Pathways and a range of community support programs across the Southern Metropolitan region of Melbourne. These are funded by Federal and State Governments and a number of philanthropic trusts along with several fee for service programs. These services include:

- Drug and Alcohol Counselling and Support (DoH)
- Forensic and Specialist Counselling Services
- Youth drug and alcohol counselling and Youth outreach
- Secondary consultation and community education

About the Position

This position will provide quality clinical and counselling services to eligible clients, in accordance with the organisations policies and procedures and demonstrated best practice within the alcohol and other drug sector.

The role will seek to reduce AOD related harms to individuals and their families by conducting assessments and providing a range of counselling interventions to assist clients and their family members to change harmful behaviours and increase their capacity to effectively manage the problems they are experiencing associated with AOD use and promote recovery.

The client group includes voluntary and mandated clients aged 16 years and over.

Key Responsibilities

Forensic Drug and Alcohol Counselling & group work

- Provide appropriate complex therapeutic drug and alcohol interventions to clients linked with the Criminal Justice system to provide appropriate information back to referral sources regarding client attendance and progress, and complete all paperwork in a timely manner.
- Facilitate CISP and ARC assessments for forensic clients and provide advice and guidance to more junior staff undertaking such assessments.
- Facilitate groups with mandated clients such as Kickstart and Choices.
- Develop and maintain knowledge of the relevant programs and services involved in the case management and treatment of forensic clients.
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Networking

- Develop and maintain community support networks.
- Liaise with other relevant service providers, for referral, consultation, discharge planning, monitoring and review.
- Develop programs and interventions to address the needs of the client group.

Administration

Maintain a high standard of documentation which complies with accountability structures according to professional, legislative, service contractual obligations and organisational standards.

This includes:

- VADC/SRS/Penelope data entry & relevant reporting is accurate and up-to-date within reporting time frames.
- Ensure ACSO TCA's are submitted in a timely manner.
- Client files and electronic records are appropriate, accurate and up-to-date, with all relevant information included.
- Ensure progress reports for Credit / CISP and ARC program are up to date and court reports are prepared as required.

- Maintain statistics and data as required by the funding body and organisation of each individual client.
- Where required attend weekly and monthly meetings and present a report on workload, issues related to the effectiveness of the service, training etc.

Professional Development

- Develop an annual Performance Plan with your Manager. Identify one's own development needs and attend relevant training, as approved by manager.
- Participate in regular individual and group clinical supervision.
- Participate in case management practices with other professionals.
- Participate in regular Team meetings as scheduled.

Qualifications

- Certificate IV in AOD and forensic accreditation essential.
- Counselling qualification or its equivalent is essential.
- University qualifications in psychology, health or welfare, social work or nursing would be highly regarded.
- Competencies in dual diagnosis highly regarded.

Skills and Experience (Key Selection Criteria)

- Minimum of 3 years' experience in the delivery of clinical interventions with forensic AOD clients with complex and multiple needs.
- Demonstrated experience in the provision of counselling to people with problematic substance abuse issues including Dual Diagnosis.
- Previous experience facilitating groups with mandated clients.
- Demonstrated knowledge of the psychosocial issues affecting people with problematic substance abuse issues.
- Proven ability to effectively work with people and families experiencing problematic alcohol and other drugs use in a respectful, compassionate and positive manner.
- Demonstrated understanding of community-based interventions for reducing alcohol and drug related harm.
- A demonstrated commitment to teamwork and the ability to take appropriate individual and team responsibility for the welfare of clients.
- An ability to convey warmth, openness, empathy and concern for the welfare of clients.
- Ability to collaborate effectively with clients, families, colleagues, stakeholders and other service providers.

Terms and Conditions

- Employment conditions are in accordance with the Social, Community, Home Care and Disability Services Industry Award 2010, Level 4.
- This is a fixed term contract until 30 June 2023, with the possibility of extension dependent on funding.
- As an organisation with public benevolent institution (P.B.I.) status, TaskForce offers all staff the opportunity to take up generous Salary Packaging.

To be employed in this position a person must:

- Be prepared to travel between the sites to meet the requirements of the job and to work out of various partnership locations.
- Undergo a Police Check and a Working with Children Check. Offers of employment are subject to the results of these checks.
- Hold a current driver's license.
- Familiarise themselves with, and observe all TaskForce business, community, therapeutic and human resources policies, procedures and practices.
- Follow TaskForce's codes of employee conduct, promote the interests and reputation of the agency and refrain from acting in way that would conflict with the best interests of TaskForce.

Our values



Client centred

We strive to support our clients and their extended networks to change their circumstances. We will collaborate so that our full range of services and supports are wrapped around them enabling each to reach their full potential.

Innovation and best practice

We will be cutting edge in all that we do leading to evidence-based best practice within the sector. Our people will be passionate and motivated to make a difference.



Thought leadership

We are committed to addressing the tough moral challenges faced and sensitivities that abound in our sector, leading consequent debate and adapting as broader positions held by society evolve.



Honesty and integrity

We do our utmost to communicate openly, honestly and respectfully. We collaborate and share accountability with colleagues and clients alike. We acknowledge that as we learn, mistakes may be made but that this learning will make us stronger.



Trust, respect and self care

We collaborate to create a work environment built on trust and respect where our people and consortium partners are supported and challenged to lead best practice. We recognise that responsibility for self-care is also a foundation to achieve excellence in the services we deliver.