

POSITION DESCRIPTION

Hope Restart Centre AOD Therapist

POSTC2076

ISO9001 | Approved by Eric Allan | Next Revision: 01/05/2021



Hours:	Full time
Location:	Bairnsdale
Classification:	OH2
Reports To:	Clinical Team Leader
Direct Reports:	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.

The Hope Restart Centre is one of three residential rehabilitation facilities operated by Odyssey House Victoria. Establishment of the centre has come together through a unique partnership between the Hope Restart Board and Odyssey House Victoria, with funding contributions from the Commonwealth and State Governments, and from the community. Ongoing operational funding is provided by the Victorian State Government.

Using a therapeutic community model, the program offers a holistic treatment experience for those seeking help for problematic drug or alcohol use. To enhance individual motivation for change, the Therapeutic Community combines meaningful work and recreational activities, with therapeutic group work and skills development, in a physically and psychologically safe environment.

Position Objective

The AOD Therapist contributes to the life of the program by providing individual and group therapy, and case management.

The key purpose of the position is to support clients in residential treatment to establish healthier lifestyles free of problematic alcohol and drug use.

Role Responsibilities:

Case Management

- Conduct client planning groups to develop individual recovery plans (IRPs)
- Ensure high quality case management and timely record keeping
- Contribute to therapy team reviews, case reviews and other staff meetings
- Facilitate client admissions through:
 - Assessing client suitability
 - Participating in preparation and support groups
 - Consulting with other services
 - Supporting senior residents during the admissions process

Program Development and Treatment Activities

- Contribute to the development, implementation and delivery of program modules and other educational activity as relevant
- Plan, implement and/or facilitate other treatment activities such as communiqués, action meetings and special activities
- Contribute to the TC by participating in/supervising selected social/recreational activities and modelling appropriate behaviour
- Participate effectively in clinical supervision

Networking

- Assist in the appropriate referral and conjoint treatment of clients with specific or specialist needs and in the development of appropriate inter-agency protocols
- Represent the organisation and its clients as required including program liaison, network meetings and court advocacy

Quality

- Participate in the ongoing development and implementation of quality assurance systems
- 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.
- Actively use and promote the Business Management System (BMS) and ISO Quality assurance standards
- Model appropriate workplace health and safety practices to staff and residents and contribute to the development of a safe working environment
- Participate and support reviews of standards in the TC
- Ensure rigour and structure in practice, good record keeping and file management

Other

- Assist in the supervision and collection of urine samples from clients
- Participate in continuous professional development
- Assist in the roster for holding staff keys in the absence of the HRC Treatment House Administrator/Duty Worker
- Undertake other activities as required or determined by Team Leader or Manager

Key Selection Criteria

1. Demonstrated ability to engage clients in dialogue and develop a therapeutic relationship.
2. Excellent case management skills and the ability to work with difficult and demanding clients.
3. Demonstrated ability to work as part of a multi-disciplinary team, be open to giving and receiving feedback, and recognise and resolve interpersonal conflict.
4. Ability to take initiative and capacity to work independently, adapting to changing organisational needs.
5. A comprehensive understanding of alcohol and drug substance abuse and an understanding of residential rehabilitation services.
6. Strong organisational and highly developed interpersonal and communication skills (both verbal and written) with a consultative approach to addressing issues.
7. Ability to effectively liaise and communicate with a wide variety of agencies and individuals at various levels.
8. Demonstrated knowledge of record keeping methods, administrative procedures, confidentiality and privacy protocols.

Essential Requirements

- Cert IV in Alcohol or Other Drugs and/or a diploma and/or degree in Health, Mental Health or Allied Health with a minimum of the AOD Skill Set for Health Professionals (or commitment to obtain one of these within 6 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 Certificate
- Current knowledge of OH&S practices
- Experience working within a Therapeutic Community model

Therapeutic Community 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

OHV requires people in clinical positions to have the following competencies (or their equivalent). Where people do not already have these competencies, 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 competencies required are:

- CHCAOD001 - Work in the AOD sector
- CHCAOD002 - Work with clients who are intoxicated
- CHCAOD004 - Assess needs of clients with AOD issues
- CHCAOD006 - Provide interventions for people with AOD issues
- CHCAOD007- Develop strategies for AOD relapse prevention and management
- CHCAOD007- Develop and review individual AOD treatment plans

I have read and understand the requirements of my position.

Name: _____

Signature: _____

Date: ____/____/____