

POSITION DESCRIPTION



Position Summary

Role Title	Prevention and Education Activities Worker
Reports To	Prevention & Education Manager
Award/Agreement	Social, Community, Home Care and Disability Services Industry Award 2010 (SCHADS)
Classification	Level 4, Pay Point 1
Employment	Full time
Location	Primarily based at Bairnsdale but will be required to work at other sites within YWAHS catchment area.

Role Purpose

Primary Prevention is about stopping family violence before it starts by addressing the root causes. Education & Prevention workers contribute to the broader awareness and understanding and social change that promotes healthy, respectful relationships and gender equality, and addresses all forms of family and discrimination so that we can prevent and/or reduce family violence occurring in our communities. Connection to culture and self-determination are central to the work we do.

This position involves assisting and supporting the Healing Service team to support raising awareness and understanding of family violence in the Aboriginal communities across Wellington and East Gippsland LGAs, by

Helping in the development and implementation and evaluation of a range of therapeutic, social, cultural and practical activities for YWAHS clients, their families and the broader Aboriginal Community.

The activities are designed as an entry point to engage through skills, knowledge and culturally based activities, forums, workshops and other activities that enhance social connection, identity, cultural strengthening, knowledge sharing, health and well-being and a better understanding of family violence and build their skills and confidence to access services and support.

You will provide support, referral pathways and linkages through the YWAHS clinical team, both internal and external services as required.

Key Accountabilities

- Referral & Programs**
- Contribute to the development and actively participate in the delivery of therapeutic, cultural, social and education programs.
 - Help in the development of education and prevention tools, information kits and other resources to support the delivery of programs where required.
 - Contribute to a prevention and education plan and calendar of events in line with funded activities.
 - Help the P & E team meet targets and indicators as identified in funding agreements.
 - Support the delivery of therapeutic, cultural, social and education programs in the YWAHS catchment area and at other locations as directed e.g. Sale, Lakes Entrance, Lake Tyers Aboriginal Trust, Orbost.
 - Encourage individuals and their families to seek help or referral pathways through YWAHS clinical practitioners to address issues as they are presented.
 - Ensure appropriate documentation is completed by clients/participants prior to activities commencing.
 - Ensure that all OH&S responsibilities including risk assessments and safety protocols are conducted for each activity at all locations as directed.

- Reporting**
- Input data daily into appropriate data systems (e.g. IRIS).
 - Participate in regular supervision with Prevention and Education Manager, including the development and implementation of work plans.
 - Participate in annual reviews.
 - Contribute to the development and implementation of YWAHS organisational plans.

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Evaluation	<ul style="list-style-type: none"> As part of the P & E Team undertake evaluation processes with the team for each activity undertaken by the Healing Service e.g., questionnaires, interviews, case studies, and feedback from participants, partner agencies and other stake holders on a regular basis.
Professional Development & Education	<ul style="list-style-type: none"> Undertake training as required. Actively take responsibility for maintaining professional knowledge and skills and obtain documented evidence of relevant continuing professional development as required. Participate in educational activities, as required, to both other staff and community groups. Participate in Cultural Awareness Training and Cultural educational activities relevant to the role within YWAHS on a regular basis.
Other Employee Requirements	<p>Quality and Risk Management</p> <p>Actively participate and incorporate continuous quality improvement and sound risk management principles to all aspects of the role and in accordance with YWAHS policies.</p> <p>Occupational Health and Safety</p> <ul style="list-style-type: none"> Ensure a safe working environment is maintained to YWAHS staff and clients. Ensure all OH&S processes and procedures are adhered to. Ensure all safety signage is in full view and in a language, that is clear and precise. Risk Assessment are authorised and completed prior to the commencement of any activity. <p>Cultural Diversity</p> <p>Actively participate in a continuous process of developing cultural competence by broadening knowledge of and respect for diverse individuals and communities with particular emphasis on the Wellington and East Gippsland demographic</p> <p>Teamwork</p> <p>Work proactively with all members of the YWAHS Team in supporting the Organisations aspirations and its strategic aims.</p>
Other	<p>May be required to perform other duties not specified within this document but commensurate with their classification, experience and skills as required.</p>

Required Knowledge & Skills

Education & Experience	<p>Qualification in Community Services, Community Development, Youth Services or equivalent.</p>
Essential Knowledge and Skills	<ul style="list-style-type: none"> Demonstrated knowledge of Aboriginal culture and understanding of issues affecting Aboriginal people in a contemporary society. Demonstrated experience running and facilitating group activities in a range of educational, practical and therapeutic settings. Demonstrated understanding of the issues underpinning family violence particularly as it relates to the Aboriginal youth and young men's cultural context. Demonstrated understanding of the issues concerning confidentiality in a service provision organisation. Knowledge of pathways and linkages to other support programs and services. Awareness of the Primary Prevention State and Federal Government Frameworks and Strategies that contribute to the safety of Aboriginal and Torres Strait Islander Peoples i.e Dhelk Dja – Safe Our Way,

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Change the Story, Changing the Picture, Family Violence Primary Prevention, Free from Violence Strategy, etc.

- Good people skills
 - Excellent listening skills – listen to understand
 - Willingness to learn
 - Ability to work in a team environment, often under tight time constraints to achieve goals
 - Competent computer literacy
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Mandatory Role Requirements

- Current Victorian Drivers Licence
 - Travel between sites will be required
 - A valid Working with Children Check (WWC)
 - Current satisfactory National Police Check
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