



## **Job Description: AOD Case Worker**

### **Weigelli & Orana Haven Hub Project**

The Weigelli & Orana Haven Hub Project provides holistic case management for Aboriginal people with drug and alcohol issues in rural and remote areas of Western NSW. The main Hubs are in Parkes, Walgett and Bourke. Unique community-based responses to drug and alcohol issues have been developed in each location. The Hub Project is a collaboration between Weigelli and Orana Haven Residential Rehabilitation Centres.

#### **THE ROLE**

The AOD Case Worker is responsible for the delivery of holistic case management to Aboriginal clients and their families experiencing alcohol and other drug issues.

#### **Specific responsibilities:**

- Provide culturally-appropriate assessment and referral for Aboriginal clients of the Weigelli & Orana Haven Hub Project;
- Prepare and implement case plans for clients – including clinical activities and welfare matters;
- Provide treatment to clients with alcohol or other drug issues and/or refer to appropriate clinical services, within an integrated stepped care model;
- Conduct regular individual sessions with clients in each geographical area;
- Facilitate educational and therapeutic group work;
- Provide psychosocial support, assistance with appointments and other support to clients as required;
- Actively participate in interagency meetings, community collaboration and events;
- Complete relevant paperwork with clients, including creating and updating computerised case notes;
- Actively participate in team meetings, professional supervision, clinical supervision and training as requested;
- Other related duties as required.

**Responsible to:** Hub Project Coordinator

#### **EXPERIENCE & QUALIFICATIONS:**

- TAFE qualification (or above) in a relevant area or be currently enrolled in training (e.g. Aboriginal Health, Drug and Alcohol, Mental Health, Community Services, Youth Work);
- Demonstrated experience working with rural and remote Aboriginal communities in Western NSW;
- Client, family-centred and community approach;
- Demonstrated experience in assessment and case planning, including clients with complex needs (e.g. co-occurring drug and alcohol issues along with homelessness, mental health, contact with criminal justice system, family violence);

- Knowledge of and ability to liaise with a range of relevant community services in developing referral pathways, including Aboriginal and non-Aboriginal organisations;
- Ability to organise, facilitate and evaluate groups;
- Well-developed oral and written communication skills;
- Demonstrated ability to work in a professional, independent and non-judgmental manner;
- Computer literacy skills including experience recording client data in computerised databases;
- A current Drivers Licence.

**General Requirements:**

- Conduct all work duties in accordance with Orana Haven Aboriginal Corporation values, policies and procedures;
- Work positively as a member of a multidisciplinary team;
- Comply with the staff Code of Conduct, showing professionalism in your work, together with confidentiality, honesty and trustworthiness;
- Adhere to the legislative requirements regarding Child Protection, the Privacy Act and the Anti-Discrimination Act as well as Equal Employment Opportunity principles;
- Participate in all relevant planned training programs when required and seek to improve performance by gaining new skills and knowledge, including a current first aid certificate;
- Attend and contribute to staff meetings as requested;
- Contribute to a safe working environment by looking out for hazards and assisting in minimizing safety risks;
- Participate in continuous improvement activities and accreditation processes as requested;
- Participate in Staff Performance Appraisal process;
- Participate in clinical supervision as required;
- Promote and maintain a culturally safe environment in the service.

I have read, understand and accept this Job Description.

Employee  
Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Employer  
Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_