

### Position Details

<b>Position Title</b>	Peer Support Worker – Medication Support Service (MSS)
<b>Mode of Employment</b>	Part time up to .8EFT (FTE to be negotiated, job share would be considered) Until 30 <sup>th</sup> June 2018 (position may be extended subject to funding)
<b>Award/EBA</b>	<i>Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement 2013 - 2015</i>
<b>Classification</b>	Community Development Worker (Classification and Year depending on skills and experience)
<b>Salary Packaging</b>	Up to \$15,900 per annum is available. Other eligible packaging items may apply.
<b>Remuneration</b>	\$24.81 - \$27.18 (depending on experience) + superannuation
<b>Department/Team</b>	Alcohol and Other Drug team
<b>Location</b>	Based at Hawthorn with travel to other EMPHN locations required
<b>Reports to</b>	Manager, Alcohol and Other Drug service
<b>Direct Reports</b>	Nil
<b>Probationary Period</b>	A three month probationary period will apply
<b>Working with Children Check required</b>	Yes
<b>Medicare Registration Provider number required</b>	No
<b>Professional Registration required</b>	No
<b>Police Check required</b>	Yes
<b>Driver's Licence required</b>	Yes

### Position Summary

<b>Organisation Background</b>	<p>Access Health and Community (AccessHC) is the new name for Inner East Community Health Service and Manningham Community Health Service. AccessHC operates in the Cities of Boroondara, Manningham and Yarra offering a range of medical, health and community services.</p> <p>AccessHC is a not for profit organisation with caring at its centre. Employing over 250 staff, our Mission is to build healthier lives together with our communities and deliver excellent health services for all. A high priority is placed on improving the</p>
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quality of our client's lives through health education and health promotion and the delivery of integrated services. Whilst the majority of services are provided through funding from Federal and State Government programs, private practitioners also operate at the clinical sites.

AccessHC maintains the following Values:

**Equity** *We believe everyone is entitled to good health*

**Collaboration** *We work together to achieve our goals*

**Integrity** *We act honestly and ethically at all times*

**Accountability** *We take ownership of our actions and behaviours to ensure we achieve our goals*

**Innovation** *We drive innovation for better care*

**Excellence** *We strive to be the best at what we do.*

**AccessHC: Alcohol and Other Drug Services**

AccessHC is part of the Connect4Health consortium, a partnership of the three community health services in the Inner East with Carrington Health and Link Health and Community. Connect4Health, with AccessHC as the lead agency, established a co-ordinated response to alcohol and other drugs in 2016 and this work is supported by the Executive Director of AOD Services (Connect4Health).

AccessHC is also part of the ECADS and EDAS consortia which provides State and Federal-funded AOD services to youth, adults and families in the Eastern Metropolitan Region.

The Alcohol and Other Drug Service at AccessHC offers a number of specialist AOD services to the community, funded by the State and Federal Government.

These include:

- Specialist support and treatment for individuals and families affected by medication/pharmaceutical misuse
- Therapeutic counselling, non-residential withdrawal, care & recovery co-ordination and brief interventions for adult clients
- Youth AOD counselling and outreach for youth clients
- Forensic assessment and treatment services for youth and adults
- Family counselling and support for family/friends affected by someone else's substance use
- Specialist AOD treatment services for Veterans
- Peer support services for families and individuals
- On site Needle and Syringe Programs (NSP) to promote harm reduction for clients who are injecting drugs
- Pharmacotherapy services with AccessHC GPs

As an AOD service based in a community health centre, we are also able to link our clients with a range of free and low-cost health services, including GPs, nurses, allied health and dental services.

<p><b>Medication Support Service – Purpose and Context</b></p>	<p>The Eastern Melbourne Primary Health Network (EMPHN) has been funded by the Commonwealth Department of Health to commission and coordinate localised responses to AOD issues in the EMPHN catchment. Connect4Health, with AccessHC as the lead agency, has been commissioned by the EMPHN to address two key priority areas in the catchment: reducing avoidable hospital admissions relating to AOD use and reducing avoidable deaths due to AOD overdoses.</p> <p>To achieve these goals, Connect4Health has developed a new AOD service to address problematic pharmaceutical misuse in the community: the Medication Support Service (MSS). This program is a collaboration between Connect4Health Alcohol and Drug Services in partnership with Carrington Health and Link Health &amp; Community, with AccessHC as the lead agency.</p> <p>The MSS will provide specialist assessment, therapeutic counselling, medical support and care co-ordination for individuals and families affected by pharmaceutical dependence and misuse across the EMPHN catchment.</p> <p>The new MSS team will include therapeutic counsellors, specialist nurses, peer support workers and a project co-ordinator. The <b>Medication Support Service (MSS) Peer Support Worker</b> will sit in the broader Alcohol and Other Drug service at Access Health &amp; Community, supported by the Clinical Lead and Manager.</p>
<p><b>Position Purpose</b></p>	<p>The <b>MSS Peer Support Worker</b> will provide practical and emotional support for clients and their families whose lives are significantly impacted as a result of pharmaceutical/medication misuse. This role provides the opportunity to share your experiences of your recovery or role as a carer of someone with a substance use issue to engage and empower participants, their families, clinicians and the community and to ultimately improve outcomes for clients and families/loved ones engaged in the MSS.</p> <p>The <b>MSS Peer Support Worker</b> will play an integral role in the MSS program and the wider AOD team at AccessHC. The <b>MSS Peer Support Worker</b> will draw on their own lived experience of recovery from substance use or as a carer to instil confidence and hope in others about the journey of recovery through a variety of individual and group interventions. They will also engage with Connect4Health partner agencies and the wider service system to establish relationships and referral pathways into MSS treatment and peer activities.</p> <p>The position will be based at Access Health and Community at our Hawthorn site. There will be a requirement to travel to other sites in the EMPHN catchment.</p> <p>There may be requirement to provide some after-hours services as part of this role.</p>

**Position Functions**

<p><b>Key areas of accountability</b></p>	<p>There will be four key components to the role:</p> <ul style="list-style-type: none"> <li>• Direct Support</li> </ul>
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- Group program delivery
- Community engagement and networking
- Integration with Access Health & Community

**Direct Support**

- Provide individual peer support through engagement, brief interventions, outreach and post-treatment aftercare as required to individuals, carers and families whose lives are affected by substance use
- Encourage and facilitate referrals and supports for clients into MSS treatment services, internal and external services, carer support groups and education
- Collaborate with client's treating clinicians to input into shared care/care-coordination plans for clients with complex needs and co-occurring conditions

**Community engagement and networking**

- Actively promote MSS services and other AOD/health supports available across the Connect4Health partner sites
- Attend external AOD services (such as residential withdrawal services) to deliver peer support and education sessions on medication misuse and the lived experience, and discuss referral options with clients
- Engage with GPs, health services, attend community development forums and participate in community development activities
- Represent Connect4Health agencies and the Medication Support Service at local, regional and state-wide networks, forums and presentations as appropriate
- Develop relationships and referral pathways with key stakeholders such as GPs, pain clinics and specialists, pharmacists, WorkSafe/TAC, and pharmacotherapy prescribers
- Contribute to relevant community networks and the development of the Medication Support Service and wider Alcohol and Other Drug team across Connect4Health services

**Group Program Delivery:**

- Establish and facilitate at least three peer support programs across the EMPHN catchment with a focus on medication misuse and recovery
- Develop and deliver content for closed, therapeutic or psychoeducation peer groups as required
- Lead or co-facilitate open and closed groups for individuals or families
- Assist in the general review and evaluation of the group programs
- Develop strong community and sector connections to support improved participation in the group programs

**Integration with Access Health & Community**

	<ul style="list-style-type: none"> <li>Actively participate and contribute to wider AccessHC service integration activities as requested by the AOD Manager and other management staff at AccessHC</li> <li>Maintain a professional code of conduct and participate in on-going professional development in accordance with annual work plans</li> <li>Adhere to AccessHC policies and procedures (including OH&amp;S standards) and participate in quality improvement where required</li> <li>Participate in other program development and project work as required</li> <li>Contribute to the team and participate in a supportive team culture</li> <li>Participate in practice and performance reviews with the Manager on a regular basis</li> <li>Participate in regular supervision, which includes self-reflection and identification of needs</li> <li>Inform clinical lead/manager when duty of care issues arise</li> <li>Seek support, debriefing and follow up challenging or concerning issues with clinical lead/ manager as required</li> </ul>
<b>Other responsibility areas (all staff)</b>	<p><b>Quality and Risk Management</b> Develop and maintain a sound knowledge of and commitment to AccessHC policies and procedures</p>
	<p><b>Occupational Health and Safety</b> Ensure that work and services are provided in a safe manner at all times by regularly reviewing practices and environment and by participating in Health and Safety training as required</p>
	<p><b>Professional Development</b> Actively participate in relevant continuing professional development as required</p>
	<p><b>Standard of Conduct</b> To abide by the policies and procedures of AccessHC applicable to the maintenance of good order and conduct. To maintain a harmonious and courteous attitude towards clients, the public and other staff</p>

### Position Requirements

Applicants are required to provide a written statement addressing the Key Selection Criteria (KSC) with the Cover Letter.

Key Selection Criteria	<i>M = Mandatory D = Desirable</i>
Identify as having a lived experience of pharmaceutical/medication misuse and demonstrate current stability in your recovery OR identify as a family member/carer of someone with pharmaceutical/medication misuse issues	<b>Mandatory</b>
Be willing to effectively, respectfully, and appropriately use your lived experience of substance use issues in your everyday work	<b>Mandatory</b>
Completion of relevant peer worker/peer facilitation training, such as the SHARC Peer Helper training or relevant equivalent experience	<b>Mandatory</b>

Experience and confidence to co-facilitate a peer support group, identify any risk issues and seek support from clinical staff where required	<b>Mandatory</b>
Understanding of principles of confidentiality, and rights and responsibilities of consumers/clients within a community health context as part of the <i>Privacy and Data Protection Act (2014)</i>	<b>Mandatory</b>
Well developed interpersonal and communication skills and the ability to work as part of a team	<b>Mandatory</b>
The ability to work respectfully and creatively with a culturally and linguistically diverse client population, including Indigenous Australians and LGBTIQ	<b>Mandatory</b>
Experience in speaking at or delivering community education or community engagement events	<b>Mandatory</b>
Demonstrated experience engaging and with a range of stakeholders including GP and health services, AOD services, consumers and community groups	<b>Desirable</b>
Experience with information and communication technology, including desktop computers, word processing, spreadsheet and database software packages	<b>Desirable</b>
Completion of, or enrolment in, the AOD Certificate IV or similar training	<b>Desirable</b>

<b>Application Details</b>	<p>Via email: <a href="mailto:beth.locke@accesshc.org.au">beth.locke@accesshc.org.au</a></p> <p><b>Applications should include a cover letter, with a statement addressing the KSC and a resume.</b></p> <p><b>For further information contact:</b> Beth Locke, AOD Manager, Access Health &amp; Community 9810 3035 or <a href="mailto:beth.locke@accesshc.org.au">beth.locke@accesshc.org.au</a></p>
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**I have read and understand the above Position Description:**

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**Signed**

**Name**

**Date**

***Access Health and Community is a Child Safe Organisation***