



Position Description

Position Identification			
Position Title:	Aboriginal and/or Torres Strait Islander Community Peer Support		
Direct Reports	n/a	Indirect Reports:	n/a
HRIS Position Number:		Effective Date:	26/11/2018
Location:	Carer Links North – Preston and other community locations		
Scope of Practice:	Scope of Practice Link / Not Applicable		
Delegation of Authority:	Refer to Delegation of Authority Policy		
Agreement/Classification <small>*For HR use only</small>	Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement • Level 2 (Community Development Worker, Class 1)		
Organisational Context			
Divisional:	Healthy Communities		
Program:	CarerLinks North	Unit: Service Development and Carer Engagement	
Organisational Chart	<pre> graph TD GM[General Manager Healthy Communities] --> MCN[Manager CarerLinks North] MCN --> CLECC[CarerLinks North Service Development & Carer Engagement Coordinator] MCN --> TLCB[Team Leader Capacity Building] MCN --> ATSI[Aboriginal and/or Torres Strait Islander Community Peer Support] </pre>		
Position Summary			
<p>Merri Health provides a range of services. This is a casual role, which assists carers of people who are frail and elderly, living with dementia, a mental illness, a disability, chronic illness or complex needs to engage and facilitate Aboriginal and Torres Strait Islander community members to access CarerLinks North services, support groups, events and activities.</p> <p>The Aboriginal and/or Torres Strait Islander Community Peer Support will assist carers to take time out from the caring role, and you will facilitate opportunities for carers to connect, interact, meet socially and share experiences with other carers. You will also provide advice to CarerLinks North regarding matters related to the Aboriginal and/or Torres Strait Islander community living in the norther region of Melbourne.</p> <p>A detailed description of services offered by Merri is provided on the web site www.merrihealth.org.au</p>			



Position Description

Position Accountabilities

Responsibilities	<ul style="list-style-type: none"> • Promote CarerLinks North services, support groups, events and activities to carers in the Aboriginal and Torres Strait Islander community as per the CLN communications plan. • Assist staff with administration of CarerLinks North support groups, events and activities. • Provide information to Aboriginal and Torres Strait Islander community members about how to access CarerLinks North services, support groups, events and activities and help them connect with the service. • Attend activities and actively support facilitation of CarerLinks North services, support groups, events and activities. • Engage with Aboriginal and Torres Strait Islander and other carers and build rapport. • Help create a safe environment for carers to participate, learn and share. • Ensure carers follow safety procedures and Occupational Health and Safety Policies are observed. • Be a leader in the group by: <ul style="list-style-type: none"> • Being an active and enthusiastic participant in all the activities and role modelling such as behaviour. • Notifying the Facilitator / support staff if a problem has arisen for any one person or if they need support. • Set up and pack up of venue, if applicable. <p>Other Duties</p> <ul style="list-style-type: none"> • Maintain and enhance professional knowledge and technical skills by keeping up to date with new developments and relevant trends. • Undertake any reasonable additional tasks as directed by Merri Health. • Ensure compliance with all relevant legislation, funding guidelines, service standards and contractual obligations. • Practice complies with professional registration, national code for health care workers and delegated scope of practice.
-------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Safety and Risk	<p>Occupational Health & Safety (OHS)</p> <ul style="list-style-type: none"> • All employees have a duty to take reasonable care for the health and safety of themselves and others affected by their actions at work, and to comply with Merri Health’s OHS Frameworks. <p>Physical Inherent requirements (PIR)</p> <ul style="list-style-type: none"> • Involves sedentary tasks requiring a low level of physical activity and alternation between seated and standing positions • Incorporates computer based activities, where employees are required to maintain a slight to moderate degree of cervical flexion for periods of several minutes at a time, occasionally sitting for periods in excess of 20 minutes • Sound upper limb joints, with the ability to withstand repetitive upper limb activity • May be required to occasionally lift and carry items weighing up to 10kgs <p>Quality & Risk</p> <ul style="list-style-type: none"> • Be proactive in risk identification, notification and management. • Comply with Merri Health’s policies and procedures • Participate in quality improvement activities and engage clients in these activities when relevant.
------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------



Position Description

	<p><i>Merri Health is an equal opportunity employer and committed to ensuring a safe environment for children and young people. We encourage individuals of diverse backgrounds including but not limited to those from the Aboriginal and Torres Strait Islander, Culturally and Linguistically Diverse, the GLBTIQ community and those living with a disability to join our workforce.</i></p>
Capabilities	<p>All employees are expected to align their behaviours and utilise capabilities (or 'soft skills') in line with our organisational values and the level of responsibility of the position. The capabilities for this position can be found within Merri Health's Capability Matrix.</p>
Key Selection Criteria	
Essential	<ul style="list-style-type: none">• Demonstrated active leadership and connection within the Aboriginal and Torres Strait Islander Community• Ability to regularly attend meetings and actively support facilitation of group activities• Ability to engage with all participants at support groups, events and activities• Ability to engage and relate to a diverse group of carers• Experience in coordinating / facilitating support groups, events and activities• Basic Microsoft Office computer skills
Desirable	<ul style="list-style-type: none">• Experience in working with people from culturally diverse backgrounds• First Aid Certificate
Checks, Licences and Registration	<ul style="list-style-type: none">• National Police check• Working with Children check• Current full or probationary Drivers Licence