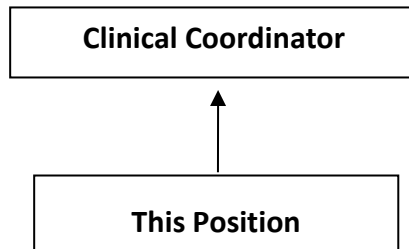




## Job Description

<b>Job Title</b>	<b>Counsellor Educator / Therapeutic Community Worker</b>
<b>Location</b>	<b>Serenity Lodge Therapeutic Community</b>
<b>Award Status</b>	<b>Cyrenian House Enterprise Agreement 2012-2016</b>
<b>Classification</b>	<b>Level 4 - 5</b>

### Reporting Relationships



### Job Function

The Counsellor Educator / TC Worker's role within the Therapeutic Community is to provide professional alcohol and other drug (AOD) services to residents. They are required to work within the context of the therapeutic community, applying a high level of knowledge and skill to support family inclusive practice to individuals and the local community.

## **Duties and Responsibilities**

### **General**

- Participate as a valued team member promoting and contributing to a supportive team environment.
- Provide support to and share expertise with other staff, students and volunteers.
- Contribute to the development, implementation and evaluation of the agency service model and service delivery of policies and procedures.
- Participate in staff meetings and regular supervision sessions.
- Contribute to the Continuous Quality Improvement processes of the agency.
- Work in accordance with Cyrenian House Code of Conduct.
- Responsible for personal health and safety in the workplace and for complying with all Cyrenian House occupational Safety and health policies and procedures, promoting and maintaining a safe and secure environment.
- Contribute to and promote the implementation of the Standards on Culturally Secure Practice.
- Other duties as required.

### **Group Work and TC Support**

- Facilitate a range of TC groups including process groups, education groups, gender groups, and others.
- Assist residents to identify and address unhelpful attitudes, behaviours and beliefs using Community as Method interventions.
- Support and develop the processes of the Therapeutic Community including work therapy.
- Actively contribute to staff meetings, AOD training sessions and ongoing professional development.
- Participate in organisation planning and team building workshops.

### **Counselling**

- Provide assessment, counselling, referral as well as AOD information and support to all consumer groups as appropriate.
- Participate in ongoing review and assessment of consumer progress.
- Participate in shared case management and consultation with other service providers.
- Write reports as required on consumer participation and progress.

### **Representation and Networking**

- Develop and maintain a working knowledge of AOD and other relevant agencies/services.
- Actively liaise with relevant agencies and other service providers, including the Department of Corrective Services (DCS), Mental Health Services and DOCS regarding consumer progress and participation.
- Attend interagency networking groups as directed.
- Develop effective relationships with other Cyrenian House services as appropriate.
- Develop and participate in community based initiatives or projects as directed.

### **Community Initiatives**

- Develop and participate in community based initiatives or projects as directed.

### **Administration and Reporting**

- Perform hand over, administrative and office management tasks as required.
- Update SIMS documentation and/or other related duties as required.

- Maintain consumer files, statistics, and other consumer related administration duties, such as updating ISU forms.
- Report statistical data and participate in research projects as required.

## **Selection Criteria**

### **Essential competencies and experience**

- A degree in social, behavioural or health sciences or equivalent experience in the alcohol and drug sector.
- Experience in working with men's issues.
- Demonstrated and well developed counselling and group facilitation skills.
- Experience working within a multi-disciplinary team.
- Knowledge of alcohol and drug issues.
- Experience in working with consumers from diverse backgrounds and different cultural groups.
- Demonstrated and well developed interpersonal, verbal, and written communication.
- Experience in delivering education and training programs to human service providers and community groups.
- Full Work Rights and a current National Police Clearance
- Current drivers Licence and reliable vehicle

### **Desirable competencies and experience**

- Current First Aid Certificate
- TC experience