



DEPARTMENT OF HEALTH  
NORTH METROPOLITAN HEALTH SERVICE

**MENTAL HEALTH SERVICE**

**JOB DESCRIPTION FORM**

**ABORIGINAL WELFARE OFFICER – LEVEL G3/4**

SPECIALIST ABORIGINAL MENTAL HEALTH SERVICE METROPOLITAN (SAMHSM)

Position No: **601738**

Effective Date: November 2014

**INDUSTRIAL AWARD / AGREEMENT:** WA Health - Health Services Union – PACTS - Industrial Agreement

**REPORTING RELATIONSHIPS**

Responsible to	Service Manager HSU Level G-9
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Responsible to	Clinical Service Coordinator HSU Level G-8
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Responsible to	Senior Social Worker P-2
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**THIS POSITION**

**POSITIONS UNDER DIRECT SUPERVISION**

<u>Title</u>	<u>Classification</u>	<u>FTE</u>
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TOTAL FTE's: Nil

**OTHER POSITIONS UNDER CONTROL**

<u>Category</u>	<u>FTE</u>
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TOTAL FTE's: Nil

**PRIME FUNCTION / KEY RESPONSIBILITIES:** Provides a social support service and provide accessibility of community mental health and inpatient services to Aboriginal people in Perth Metropolitan area. Provides support to SAMHSM Multi Disciplinary Team.

**BRIEF STATEMENT OF DUTIES**

1. Enhance the accessibility of mental health services to Aboriginal people.
2. Work cooperatively with other members of the SAMHSM team to enhance the provision of appropriate mental health assessment, crisis intervention, assertive follow-up and education to individuals, families and Aboriginal communities.
3. Provide advice to the mental health team on Aboriginal culture and local issues.
4. Active involvement in the planning and implementation of individual treatment plans for clients and active involvement in the care and treatment of consumers.
5. Education of consumers in the benefits of involving themselves in managing their ongoing treatment.
6. Act as a cultural / clinical advocate and assist clients and carers/families in advocating on their own behalf.
7. Advise and assist in liaising with Aboriginal health and community organisations.
8. Foster the development of Aboriginal consumer/community involvement in the Perth metropolitan area.
9. Contribute to cross cultural training for all staff, relevant Government and non-Government agencies and Aboriginal communities and students.
10. A willingness to update professional knowledge and skills including participation in staff development programs and a willingness to undertake further study with enrolment in Mental Health courses as required or negotiated.
11. Assist in the development of culturally appropriate models of practice with Aboriginal people.
12. Contribute to the updating of policies and procedures in relation to Aboriginal mental health.
13. Complies with EEO and OSH principles, standard and practices, policies and procedures.
14. Participates in departmental Performance Management System.
15. Performs other duties as required.

**SELECTION CRITERIA**

**ESSENTIAL MINIMUM REQUIREMENTS**

1. Aboriginality is a requirement of this position under Section 50(d) of the Equal Opportunity Act 1984.
2. Knowledge and understanding of Aboriginal family structure and Aboriginal culture, customs and beliefs.
3. The ability to make welfare assessments.
4. An understanding of the impact of Social Emotional Well Being and mental health issues on individuals and their families.
5. Demonstrated effective interpersonal, verbal and written communication skills.
6. The ability to work as part of a team.
7. Possession of a valid Western Australian "C" or "CA" class driver's license.

**DESIRABLE REQUIREMENTS**

1. Experience in consulting with Aboriginal people and their communities.
2. An understanding of alcohol and drug issues as they relate to the management of SEWB and mental health issues.
3. Possession of Certificate Four in Mental Health or progression to formal qualifications in MH.
4. Current knowledge and commitment to Equal Opportunity in all aspects of employment and service delivery.

**APPOINTMENT FACTORS:** Evidence of a current "C" or "CA" class Drivers License is required prior to commencement.

This position is subject to a successful 100 point identification, a successful Criminal Record Screening Check and a successful Pre- Placement Health Screening Clearance Check.

This position is subject to a Working With Children (WWC) Check. This is a compulsory check for people who carry out child-related work in Western Australia.

**CERTIFICATION (Valid only if establishments registration stamp affixed to all pages.)**

**Exec Director / Director / Head of Division / Head of Service / Head of Department:** The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the job.

Title

Signature

Date

**Human Resource Delegate - Job Description Approved.**

Title

Signature

Date

**Occupant** - I have noted the statement of duties, responsibilities and other requirements as detailed in this document

Name (in full)

Signature

Date