



# Job Description Form



WHEATBELT

Landscape Photos: Tourism Western Australia

**Position Title**

**Position number: 607729**

## Aboriginal Health Coordinator

### Regional Overview

WACHS Wheatbelt region extends from the Turquoise coast to Southern Cross to the Darling Scarp to the regional towns of Wagin and Lake Grace. The Wheatbelt is a region of enormous opportunity, with a close proximity to metropolitan areas, rich diverse cultural heritage and growing development and innovation. Health services currently available to the Wheatbelt community include emergency care and retrieval, acute and sub-acute inpatient care, aged care, mental health, Aboriginal health and population and community health.

With four integrated district hospitals (Narrogin, Northam, Merredin and Moora), 18 small hospitals and 17 health centres/ nursing posts and clinics, you will find a strong sense of community, exciting lifestyle and career opportunities. WACHS Wheatbelt is a great place to live, work and explore!

### About the WA Country Health Service

#### Our Strategic Priorities



#### Our Values

##### Community

We live and work in country communities. We are invested in the health, wellness and viability of country communities and the vibrancy, diversity and future of country WA.

##### Compassion

We are inclusive, respectful, and considerate. We care deeply about the people in our care and country communities.

##### Quality

We provide safe, high-quality care, constantly striving to innovate, improve and achieve trust in our care.

##### Integrity

We bring honesty, collaboration and professionalism to everything that we do.

##### Equity

We are passionate about fairness in healthcare for all Western Australians, especially the most vulnerable and disadvantaged people and communities.

##### Curiosity

We continually enquire and seek to understand, using the best evidence, insight and research to improve care.

#### Our Vision

To be a global leader in rural and remote healthcare.

#### Our Mission

To deliver and advance high quality care for country WA communities.

## Directorate Overview

Wheatbelt Population Health is a strong, diverse and high-performing health service that provides quality and accessible services for Wheatbelt communities through clinical, primary care programs and collaborations with stakeholders. Our priority action areas are: Maternal and child health; child development; outpatient allied health and sub-acute care; chronic disease prevention and self-management; public health and communicable (infectious) disease control; and Aboriginal Health.

## Position Details

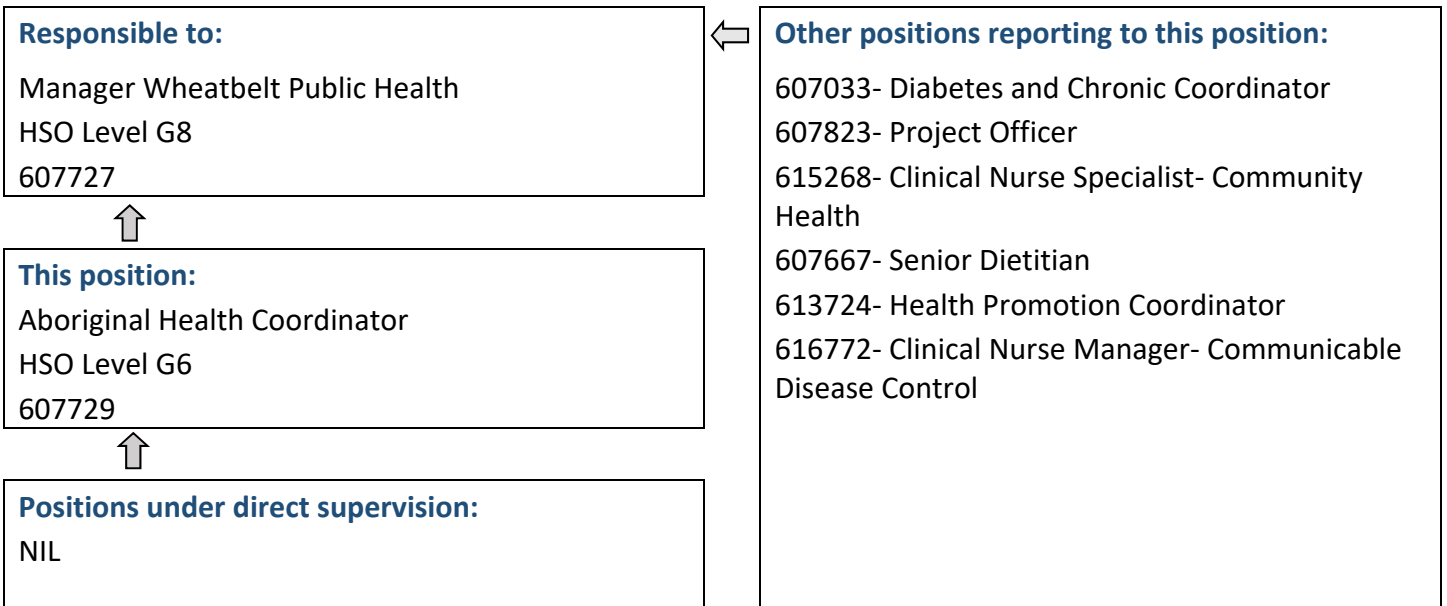
Position Number:	607729	Registration Date:	15 December 2022
Classification:	HSO Level G6	Location:	Wheatbelt
Award / Agreement:	Health Salaried Officers Agreement		
Organisational Context:	Population Health		

## Position Overview

In consultation with the Manager, Wheatbelt Public Health and Regional Aboriginal Health Consultant (RAHC), the occupant of this position coordinates the development, implementation and evaluation of strategies that build population health workforce capacity, cultural security, leadership and partnerships to improve health service delivery and access to those health services by Aboriginal people in the Wheatbelt region, in accordance with National, State and local priorities.

The occupant of this position is required to demonstrate a positive commitment to modelling our organisational values, safety and quality improvement and the Code of Conduct in all aspects of their employment. Compliance with all relevant policies, procedures, standards and legislation including Confidentiality and Work Health and Safety policies is mandatory.

## Reporting Relationships



## Key Duties/Responsibilities

### PLANNING AND PROGRAM MANAGEMENT

1. Participates in the development of Wheatbelt Population Health strategic and operational plans, that impact on Aboriginal people for the WACHS - Wheatbelt, Wheatbelt Population Health Unit and the Wheatbelt Public Health Unit.
2. Develops the Aboriginal Health Coordinator action plan, in consultation with Regional Aboriginal Health Consultant (RAHC) other key stakeholders and the Manager, Wheatbelt Public Health Unit as per state and regional strategic plans.
3. Works in partnership with the RAHC to liaise and consult with key stakeholders, including staff, community groups, local government authorities and other government and non-government agencies on identifying priority health issues affecting Aboriginal people.
4. Advises on and supports the development, implementation and evaluation of programs that promote the physical, mental, social and cultural well-being of the Aboriginal population.
5. Monitors the Wheatbelt Aboriginal health status using relevant data sources and health profiles.
6. Contributes to funding applications for the development of new programs to address priority health issues affecting Aboriginal people.
7. Guides the implementation of relevant Aboriginal health policies and frameworks in Population Health.

### ADVOCACY

8. Works with Aboriginal community members to build their capacity in addressing health issues and accessing health services.
9. Advises Population health service providers and other relevant community organisations on Aboriginal health issues and cultural security.
10. Advises and assists population health staff to improve the level and quality of culturally secure services to Aboriginal people in the Wheatbelt.
11. Provides a mechanism for Aboriginal community members and population health staff to address and resolve issues that may arise regarding culturally secure client care.
12. Provides recognised expert knowledge and leadership in Aboriginal cultural security for Wheatbelt Population Health staff and services.
13. Participates in the Wheatbelt Public Health and Wheatbelt Population Health Management Team meeting.

### LIAISON & PARTNERSHIPS

14. Maintains effective partnerships and networks with relevant Aboriginal and non-Aboriginal groups / organisations to increase Aboriginal involvement and participation in addressing Aboriginal health issues in the region.
15. Liaises with Aboriginal community members and Population health service providers on an ongoing basis both formal and informal.
16. Represents the Wheatbelt Population Health Unit on working parties, committees and conferences.





**CAPACITY BUILDING**

17. Within Wheatbelt Population Health, works in partnership with the RAHC to support the Aboriginal Health Professionals by providing appropriate support, mentoring, reflective practice and staff development (training /education).
18. Works in partnership with the RAHC to ensure professional development needs of Aboriginal Health Professionals are identified and addressed.
19. Supports and assists the RAHC in facilitating and coordinating the Wheatbelt Regional Noongar Health Forums.
20. Contributes to the development, implementation and evaluation of Aboriginal cultural awareness programs for health staff in the Wheatbelt as appropriate.
21. Works in partnership with Population Health and the RAHC to facilitate the involvement of Aboriginal people in health service decision making such as consumer engagement, compliments and complaints processes, advisory councils / project steering committees, or clinical incident investigations / recommendations.

**TEAM PARTICIPATION AND ADMINISTRATION**

22. Positively participates in the Wheatbelt Public Health Unit team and meets regularly with the RAHC.
23. Develops articles on Aboriginal health issues for Population Health service newsletters and other media as required.
24. Maintains relevant program and service documentation.
25. Provide regular reports as required to the Manager, Wheatbelt Public Health Unit

**OTHER**

26. Participates in own performance development program with the Manager, Wheatbelt Public Health Unit.
27. Acts as a resource to all Public Health and Population Health disciplines.
28. Other program activities and duties as negotiated with the Manager, Wheatbelt Public Health Unit.

**Work Related Requirements**

The following criteria are to be read together with the Brief Summary of Duties and considered in the context of the WACHS Values.

### Essential

1. Under Section 50(d) of Equal Opportunity Act 1984, Aboriginality is essential.
2. Demonstrated ability and experience working with Aboriginal people including demonstrated knowledge and understanding of cultural issues and social determinants of health, particularly relating to Aboriginal Health.
3. Demonstrated project management skills, including the development, implementation and evaluation of project activities.
4. Demonstrated high level verbal, written communication and interpersonal skills including consultation, liaison, negotiation, presentation skills, and report writing.
5. Demonstrated effective leadership skills, including knowledge, and understanding of current strategic frameworks and well developed conceptual, analytical and problem-solving skills.
6. Demonstrated ability to work independently and in a multidisciplinary team.
7. Demonstrated computer literacy and an ability to utilise information systems.
8. In possession of a current C or C-A class driver's licence.

### Desirable

1. Possession of, or progress towards, a post-secondary qualification(s) or relevant senior experience in a relevant field.
2. Demonstrated knowledge of Aboriginal health services, incorporating principles of public health, primary health and health promotion.

## Appointment Pre-requisites

Appointment is subject to:

- Under Section 50(d) of Equal opportunity Act 1984, Aboriginality is essential
- Provision of the minimum identity proofing requirements.
- Successful Criminal Record Screening clearance
- Successful Pre-Employment Health Assessment
- Successful WA Health Integrity Check
- Evidence of a current C or C-A Class drivers' licence

WA Country Health Service  
Wheatbelt

15 December 2022

REGISTERED

