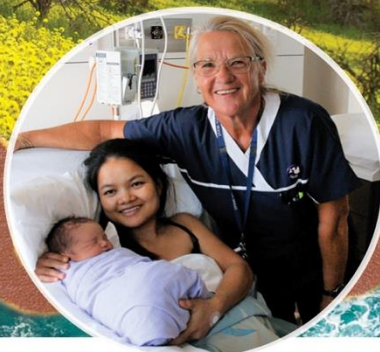




Job Description Form



MIDWEST

Landscape Photos: Tourism Western Australia

Position Title

Position number: 617760

Senior Health Promotion Officer

Division Description

The WA Country Health Service (WACHS) Midwest health region of Western Australia covers more than 470,000 square kilometres, nearly one fifth of the State, with its population concentrated along the coast. The region is located in the northern middle section of Western Australia and incorporates three health districts - Gascoyne, Geraldton, Midwest and Murchison, is recognised for its unique natural environment and is a culturally diverse region with Aboriginal people representing 13% of the overall population.

About the WA Country Health Service

Our Strategic Priorities



Our Vision

To be a global leader in rural and remote healthcare.

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 Mission

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

Position Title: Senior Health Promotion Officer	Position Number: 617760	Classification: HSO Level G6
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Directorate overview

Our Health Districts Gascoyne, Geraldton, Midwest and Murchison support and deliver a diverse range of services including but not limited to Aboriginal Health, Community Health, Population Health, Medical, Nursing and Midwifery, Aged Care, Mental Health and Community Alcohol and Drug Services, Workforce, Infrastructure and Business Services.

These services are delivered in a range of practice settings including within the community, in nursing posts, multi purpose sites, hospital based facilities and via Telehealth.

Our Directorates actively support and encourage diversity and inclusion across all occupational groups through the development and implementation of initiatives aimed at accessing and improving employment and mentoring opportunities for all people. Our strategies are located at www.wacountry.health.wa.gov.au

Position Details

Position Number:	617760	Registration Date:	4 August 2023
Classification:	HSO Level G6	Location:	Geraldton
Award / Agreement:	Health Salaried Officers Agreement		
Organisational Context:	Midwest		

Position Overview

Lead, plan and evaluate health promotion and prevention strategies and programs across the Midwest that align with local, state and national AOD priorities in collaboration with management and key stakeholders.

Reporting Relationships

Responsible to:

Coordinator Community Alcohol and Drug Service

HSO Level G8

604990



This position:

Senior Health Promotion Officer

HSO Level G6

617760



Positions under direct supervision:

Nil



Other positions reporting to this position:

Health Professional Mental Health

Receptionist

Community Liaison Officer

Senior Health Professional Mental Health

Prevention and Intervention Officer

Aboriginal Services Officer

Senior Community Drug Service Officer

Aboriginal Diversion Officer

Alcohol and Drug Team Leader



Key Duties/Responsibilities

1. PLANNING AND PROJECT MANAGEMENT

- 1.1 Leads, plans, develops, implements, monitors and evaluates strategic health promotion plans and programs in consultation with relevant staff, stakeholders and the community.
- 1.2 Guides regional assessment of AOD issues, community needs assessments and reviews the evidence base to develop, plan and implement suitable programs that target priority populations.
- 1.3 Undertakes extensive consultation with the community and key stakeholders to identify and initiate culturally appropriate health promotion programs and activities.
- 1.4 Prepares funding submissions and health promotion research proposals for programs that address priority AOD issues.
- 1.5 Ensures health promotion programs have a sound evidence base and are appropriately evaluated.
- 1.6 Supports and coordinates regional evaluation and submission of written reports on AOD health promotion programs, projects and activities and communicates these results to key stakeholders as appropriate.
- 1.7 Manages health promotion programs and strategies with quality, timeliness and within budget.

2. CAPACITY BUILDING

- 2.1 Assess the training and education needs and provides appropriate health promotion training to community, stakeholders and Kimberley staff.
- 2.2 Conducts education sessions relating to implementation and evaluation of health promotion programs for external agencies and community groups.
- 2.3 Presents seminars, conference workshops and public meetings.
- 2.4 Develops and maintains partnerships with health, other government and non-government agencies and communities in the promotion of health communities.

3. POLICY

- 3.1 Advises management and other key stakeholders on relevant AOD health promotion resource and other service delivery issues.
- 3.2 Contributes to the development of policies and procedures relevant to the implementation effective alcohol and other drug programs in the workplace and the community.
- 3.3 Acts as an advocate at a community, organisational, regional and state level.

4. RESEARCH

- 4.1 Initiates and conducts research to contribute to the evidence base for effective strategies to develop health promotion training activities/programs for government and non-government key stakeholders providing services to Aboriginal individuals, families and communities.
- 4.2 Maintains an up-to-date knowledge of research findings and evidence based programs.
- 4.3 Monitors and reports on regional trends in the incidence and prevalence of AOD harm data.

5. OTHER

- 5.1 Participates in quality improvement activities.
- 5.2 Participates in performance development and undertakes appropriate professional development activities.
- 5.3 Supervises students as required.
- 5.4 Other duties as directed by line manager or their delegate.



The occupant of this position will be expected to comply with and demonstrate a positive commitment to the WACHS values and the highest achievement in demonstrating positive commitment to Equal Employment Opportunity, Occupational Safety & Health, Public Sector Standards, Code of Conduct, Code of Ethics, Quality Improvement, Performance Management, Customer Focus, Disability Services Act and Confidentiality throughout the course of their duties.

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. Demonstrated project management skills.
2. Substantial knowledge of alcohol and other drug issues.
3. Demonstrated knowledge of health promotion and community development principles and strategies.
4. Well-developed negotiation, interpersonal and liaison skills.
5. Demonstrated high level of written and oral communication skills.
6. Demonstrated ability to deliver training sessions to health professionals and or community members.
7. Demonstrated ability to work both as a member of a team and independently with minimal supervision.
8. Demonstrated understanding and knowledge of the WA Country Health Service Cultural Governance Framework
9. Eligible for / or in possession of a current C or C-A Class drivers licence and an ability and willingness to travel including overnight stays away from home.

Desirable

1. Current knowledge and commitment to Equal Opportunity, Disability Services and Occupational Safety and Health in all aspects of employment and service delivery.
2. A tertiary qualification in a health related discipline, education, social science or equivalent.
3. Previous experience in the delivery of services in a rural area.
4. Current knowledge and obligations of relevant legislative, policy and practise in mental health including the National Standards for Mental Health Service, the Western Australian Mental Health Act (2014), Disability Services and Occupational Safety and Health, Risk Management and Quality and how these affect employment and service delivery.

Appointment Pre-requisites

Appointment is subject to:

- Provision of the minimum identity proofing requirements
- Successful Criminal Record Screening Clearance
- Successful Pre-Employment Health Assessment
- Successful WA Health Integrity Check
- Successful Working With Children Check
- Evidence of a current C or C-A Class driver's licence or other specialised licence class and ability to travel within the region as required *including* overnight stays.

Allowances

- District allowance

