



3 Winkworth Street, Bungalow Qld 4870
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Position Description

Remote Alcohol and Drug Interventions and Outcomes (RADIO) Cape York and Torres Region Youth AOD Coordinator

Location:	Cairns, Qld
Reports To:	CEO
Award:	Social, Community, Home Care and Disability Services Industry Award, Level 7
Salary Range:	\$94,176 to \$98,187 per annum, (pro-rata for part time) <i>plus superannuation and salary packaging benefits</i>
PD Date:	12 March 2019

ABOUT US

Established in 1994, Youth Empowered Towards Independence (YETI) is a community based not-for-profit organisation that delivers a range of youth related support services and programs that target the most vulnerable and disadvantaged children and young people living within the Cairns and FNQ region.

OUR MISSION

YETI's mission is to provide a community-based, supportive and therapeutic environment for at-risk young people through the provision of services that foster social, emotional, physical and psychological well-being.

OUR VALUES

Nine guiding principles underpin service delivery at YETI. The principles are incorporated into all aspects of service delivery and reflected in our service standards, policies, procedures and workplace culture.

Empowerment	Social Justice & Human Rights	Accessibility & Acceptance
Compassion & Care	Trauma Informed	Integrity & Respect
Harm Minimisation	Learning & Changing	Community Focused

ABOUT THE POSITION

Coordinate the delivery of Remote Alcohol and Drug Interventions and Outcomes (RADIO) youth alcohol and drug treatment services in the Cape York and Torres Region.

KEY STAKEHOLDERS

- Vulnerable young people
- NPA Family and Community Services, Torres Health, Weipa Community Care and Cooktown District Community Centre
- North Queensland Primary Health Network
- Queensland Network of Alcohol and other Drugs Agencies
- Dovetail

KEY RESPONSIBILITIES

- Coordinate the delivery of RADIO, a youth alcohol and drug treatment program for young people in Cape York and Torres Region.
- Work with local community agencies in Cape York and Torres Regions to support subcontracting arrangements for service delivery.
- Provide capacity building support (including training, mentoring and clinical support) to youth AOD workers employed in local Cape York and Torres services.
- Manage the RADIO database and provide database training to all youth AOD workers employed in local Cape York and Torres services.
- Undertake a senior practitioner role and provide clinical guidance to all RADIO workers in relation to youth AOD practice issues.
- Liaise with non-government and government organisations (e.g., NQPHN, Queensland Health, community controlled organisations, businesses, schools etc.) as required.
- Undertake travel to remote communities on a regular basis to work with partner agencies.
- Undertake all program reporting associated with the project, including development of project plans and quarterly reports.
- Provide secretariat support to the Steering Committee associated with the project.
- Be familiar with YETI's Policies and Procedures and participate in the planning, development and maintenance of standards, policies, procedures and other therapeutic documents.
- Actively participate in training and professional development activities and promote methods of service delivery which are based on contemporary, evidence-based, best-practice.
- Planning, managing and organising own work and setting of priorities.
- Support and participate in the Executive Management Team at YETI and assist the Manager and Finance and Administration Manager in decision making and planning.
- Comply with all YETI policies and procedures.
- Maintain confidentiality and privacy in all matters relating to staff, clients, and procedures.
- Fulfil other tasks that your manager/s may reasonably ask you to perform.
- Work collaboratively with other staff to achieve strong results across all activities at YETI.
- Ensure behaviour during all work interactions is aligned to our values.

SELECTION CRITERIA

1. Educational qualifications relevant to clinical AOD treatment (i.e., psychology, social work, nursing etc.) and experience working with vulnerable young people.
2. Experience working with young people from Aboriginal and Torres Strait Island backgrounds.
3. Experience undertaking assessment, treatment, case planning and care coordination to clients with complex needs.
4. An understanding and commitment to the philosophies of harm minimisation, trauma informed frameworks and empowerment models.
5. Experience in capacity building, training and/or community development, preferably in rural and remote environments
6. High level organisational skills including the ability to set priorities, flexibility, time management, sound problem solving skills and ability to use word processing, email and the Internet.

OTHER REQUIREMENTS

- Eligibility for a Working with Children Check (Blue Card) or exemption based on professional qualifications and registration.
- A current driver's licence.
- Applicants must be eligible to legally work in Australia and proof of eligibility may be requested.
- A three month probationary period will apply.

INFORMATION FOR APPLICANTS

Applicants are request to provide a letter of application and current resume with the names of two professional referees / current or previous supervisors.

Applications can be emailed in word format only to: genevieve@yeti.net.au

or posted to:

The Manager (Private & Confidential)
Youth Empowered Towards Independence
PO Box 172, Bungalow QLD 4870

Applications close 4pm 30th of March 2019