

POSITION DESCRIPTION

Health Promotion Coordinator - Volatile Substance Supply Reduction (Identified)

Location:	Cairns
Reports To:	Capacity Team Program Manager
Award:	Social, Community, Home Care and Disability Services Industry Award, Level 5-6
Position Type:	Identified Role – Temporary, Fulltime (Employment subject to continued government funding)
PD Date:	March 1 st , 2021
Other:	<i>The filling of this position is intended to constitute a special/equal opportunity measure under section 8(1) of the Racial Discrimination Act 1975 (Cth), and s 105 of the Anti-Discrimination Act 1991 (Qld). The position is therefore only open to Aboriginal or Torres Strait Islander applicants.</i>

ABOUT US

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

OUR MISSION

To provide a community based, supportive, empowering, responsive and healing environment that meets the needs of vulnerable young people through the provision of holistic services that foster social, emotional and physical 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

KEY STAKEHOLDERS

- Young people aged 12 to 25 years old living engaging in, or at risk of engaging in volatile substance misuse.
- Retailers, government agencies, Aboriginal and Torres Strait Islander organisations, NGO's, volunteer agencies, other service providers, industry representatives and the general community.

KEY RESPONSIBILITIES

As a key member of the YETI Capacity Building team the objective of this position is to utilise a community development approach to health promotion. You will coordinate planning, development, operational implementation, monitoring, reporting and evaluation of YETI health promotion activities for volatile substance use and supply reduction across FNQ including Cairns Region, Cape York and Gulf communities. You will provide support to the Health Promotion – VSU officer, working closely with the team and YETI program to reduce the supply of inhalants and improve support responses for young people engaging in, or at risk of engaging in Volatile Substance Use (VSU).

This will be achieved by:

- Utilising a place-based system thinking approach to health promotion to influence collaborative change and building environments that are conducive to good health and wellbeing for young people in community.
- Undertaking health promotion through working collaboratively with retailers in the development, implementation and monitoring of supply reduction strategies.
- Health promotion through designing, implementing and facilitating supply reduction training for community service sector workers to increase capacity in responding to VSU.
- Health promotion through education/training workshops, information, resources and support to retailers and other key stakeholders.
- Working collaboratively with Dovetail, a state-wide capacity building agency) and Queensland Network Alcohol and other Drug Agencies (QNADA) to support local community inhalant planning and in the development of health promotion related resources.
- Establishing and maintaining positive working relationships with key business, sector, community and government stakeholders to facilitate the identification of micro/trends, impact of supply reduction strategies, reporting and collection of VSU data and general feedback.
- Collating, analysing, monitoring and reporting VSU data.
- Supervision of the Health Promotion – VSU Officer.

We Also Expect You To.....

- Be respectful of, accountable and transparent in the use of YETI resources.
- Work independently and accountably with minimal supervision as well as collaboratively within a multidisciplinary team environment.
- Contribute towards maintaining a harmonious and positive workplace culture by being respectful towards others and acting with integrity.

- Act at all times in accordance with the law, YETI’s values, code of conduct, policies and procedures.
- Take reasonable care for your own health and safety, and that of others, and immediately report any identified hazards and risks to management.
- Develop and maintain effective working relationships with key stakeholders to ensure service delivery is of a high standard.
- Safeguard the privacy of personal and sensitive information related to staff, clients, and YETI business.
- Actively participate in supervision, training and professional development activities, and promote methods of service delivery which are based on contemporary, evidence-based, best-practice principles consistent with current trends and standards within the sector.
- Work with other team members to implement new and/or adapt existing work methods to improve service delivery.
- Provide a culturally appropriate response for young Torres Strait Islander and/or Aboriginal young people and their families that strengthens kinship networks, connection to culture, community and country.
- Fulfil other tasks that your manager/s may reasonably ask you to perform.

SELECTION CRITERIA

1. Health and/or social service promotions, community development and/or capacity building experience, particularly within an Aboriginal and Torres Strait Islander context.
2. Demonstrated experience in developing, implementing, and facilitating community education and/or training programs, and health and/or social service-related strategies.
3. Well-developed interpersonal, negotiation, facilitation and communication skills, coupled with experience in establishing positive working relationships with a broad and diverse range of stakeholders.
4. Ability to communicate sensitively and effectively with Aboriginal and Torres Strait Islander people and their communities, particularly across Cape York/Gulf Carpentaria.
5. Ability to work independently and accountably with minimal direction as well as collaboratively within a multidisciplinary team.
6. Ability and/or flexibility to travel as a requirement of the role.
7. Ability to rapidly gain knowledge of the health promotion focus – VSU.
8. Highly developed organisational skills, the ability to be flexible and manage competing priorities while maintaining a high level of productivity and focus.
9. Demonstrated experience in collating, analysing, monitoring and reporting health/social service-related data including proficiency in the Microsoft suite of products, in particular Excel, internet platforms and client information data bases for the purpose of data collation, analysis, monitoring and reporting.
10. Demonstrated knowledge and understanding of Aboriginal and Torres Strait Islander societies and culture, and an understanding of the diverse circumstances and issues affecting urban and traditional Aboriginal and Torres Strait Islander peoples.

REQUIREMENTS

- Relevant qualifications (minimum Cert IV) in Health, Social Service or related fields.
- Frequent travel (via road/aircraft) within the Cairns, Tableland and Cassowary Coast regions, and Cape York and Torres Strait Islander communities.
- Eligibility for a Working with Children Check (Blue Card) or exemption based on professional qualifications and registration.
- A current unrestricted Qld driver's licence.
- Applicants must be eligible to legally work in Australia and proof of eligibility may be requested.

INFORMATION FOR APPLICANTS

Applicants must address the selection criteria and provide a current resume with two contactable managerial referees (prior and/or current).

Applications can be submitted via SEEK or alternatively, emailed to: genevieve@yeti.net.au