

<b>Position title</b>	Alcohol and Other Drug Treatment Services (AODTS) Practitioner		
<b>Position holder</b>	Vacant		
<b>Program</b>	Counselling & AOD		
<b>Funded by</b>	Department of Families, Fairness and Housing		
<b>Based at location</b>	Horsham		
<b>Reports to</b>	<ul style="list-style-type: none"> <li>• Program Leader Counselling &amp; AOD</li> <li>• Manager Mental Health &amp; Wellbeing</li> <li>• General Manager Community Services</li> <li>• Chief Executive Officer</li> </ul>		
<b>Direct reports</b>	<ul style="list-style-type: none"> <li>• Nil</li> </ul>		
<b>Award</b>	Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement 2022		
<b>Classification</b>	SACS Level 2.1 to Level 5.1		
<b>Hourly rate</b>	\$33.41 to \$49.28	<b>Annual</b>	\$66,018 to \$97,377
<b>Status</b>	Full time		
<b>Hours per week</b>	38 hours		
<b>PD last updated and approved by CEO</b>	March 2025		

### Position summary

Covering the Grampians and Wimmera area, the Alcohol and Other Drug Treatment Services Practitioner provides a high quality, efficient and effective treatment service. This includes assessment, a range of interventions for long term recovery focussing on problematic substance use as well as promoting health, wellbeing and social connectedness to achieve client goals and outcomes.

### Key responsibilities

1. Provide person-centred and evidence-based AOD treatment, including assessment, treatment planning and referral, to individual clients, family members and significant others. Modes of delivery will include face to face (individual or group), phone, and interactive online counselling where appropriate
2. Participate in case allocation, case review and exit planning processes including priority access for clients with complex needs transitioning to and from bed-based services as appropriate.
3. Provide AOD therapeutic interventions and referral services for clients engaged in the forensic sector including clients subject to community corrections orders, parole and/or other court related matters.
4. Participate in joint case management, shared care planning and/or provide secondary consultation with other agencies and service providers where appropriate. This includes child protection and other services in the health and human service sectors
5. Maintain up to date and appropriate client notes, records and documentation.
6. Contribution to meet the annual KPI targets
7. Provide supervision and support to students as required.

8. Other duties commensurate with current skills and experience as agreed with the Program Leader, Manager, General Manager or the Chief Executive Officer.
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### Key selection criteria

#### **Qualifications**

- Minimum Cert IV qualifications in a relevant or related community services discipline
- Certificate IV in AOD
- AOD Core Competencies – willing to complete within first 12 months if not completed

#### **Mandatory**

- Experience in and understanding of a broad range of therapeutic approaches and their application.
- Demonstrated knowledge and application of computer software, including Microsoft Office and the Internet.

#### **Desirable**

- Membership or eligibility for membership with ACA, APS, AASW.
- Experience in working collaboratively with multidisciplinary teams in community health settings.
- Brief & Intermediate training in MARAM framework – willing to undertake training if not completed
- Working with clients engaged in the forensic sector.

#### **Demonstrated skills and experience**

- Delivery of therapeutic approaches in the AOD sector and matching stages of treatment to stages of change.
- Harm minimisation principles including harm reduction.
- Co-occurring AOD and mental health issues including dual-diagnosis principles.
- Demonstrated attention to detail with well-developed administrative and organisational skills to effectively manage high volumes of work and determine priorities, meet targets and deadlines.
- Ability to maintain confidentiality at all times.
- Demonstrated knowledge and application of computer software, including Microsoft Office and the Internet.
- High level verbal and written communication skills that enable effective and appropriate communication with a broad range of people at all levels.
- Demonstrated ability to contribute to positive workplace culture and practices.

#### **Licences and registrations**

- Current Victorian driver licence
- Current National police check (less than 3 months old)
- Current Employee Working with Children Check

#### **Personal attributes**

- Empowering
  - Professional
  - Inclusive
  - Compassionate
  - Courageous
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## Conditions of employment

This position is ongoing and is subject to successful completion of a six-month probationary period

And requires the following checks:

- Satisfactory police check
- Employee Working with Children Check

**Note:** Checks must be obtained and provided prior to commencement as a condition of employment at Grampians Community Health. Where check results are unsatisfactory in relation to the role to be carried out, the offer of employment will be withdrawn.

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## Required training

- Sentrient online learning management system courses as required.
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## Employee acceptance of position

Employee signature

Vacant

Date

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