



Kimberley Aboriginal Medical Services Ltd

An Organisation of Aboriginal people, for Aboriginal people; controlled by Aboriginal people.

JOB DESCRIPTION FORM

Effective date of document

January 2020

POSITION IDENTIFICATION

**Award Type: ACCHS
Admin Grade 5 Level 5**

Title: Aboriginal Wellbeing Research Officer

Responsible to: KAMS Senior Research Officer

Relationships – Internal

- All KAMS departments and services
- headspace Broome

External;

- UWA—the research team for the Million Minds Mission project *Generating Indigenous patient-centred, clinically and culturally capable models of mental health care*
- Curtin University-- the research team for the Million Minds Mission project *Our Journey, Our Story: Building bridges to improve Aboriginal youth mental health and wellbeing*
- KAMS Member Services
- Kimberley Aboriginal Health Planning Forum
- Telethon Kids Institute
- Rural Clinical School of Western Australia- UWA
- Local services including but not limited to member services of the Drug, Alcohol and Mental Health sub-committee of the Kimberley Aboriginal Health Planning Forum
- Nyamba Buru Yawuru and local Aboriginal communities in the Kimberley including Elders and young people

Duty Statement

This position is employed by KAMS in partnership with Curtin University and the University of Western Australia (UWA) through Million Minds Mission grant funding; specifically, *Our Journey, Our Story: Building bridges to improve Aboriginal youth mental health and wellbeing* (CIA Associate Professor Michael Wright, Curtin University) and *Generating Indigenous patient-centred, clinically and culturally capable models of mental health care* (CIA Professor Pat Dudgeon, UWA). The position provides leadership for the Kimberly research undertaken as part of the two Million Minds Mission grants including identifying opportunities for research translation to ensure sustainable outcomes.

The Aboriginal Wellbeing Research Officer works closely with the research teams from the two Million Minds Mission projects and members of the Kimberley Aboriginal Health Research Alliance (KAHRA) and other KAMS staff to ensure consistent and timely delivery of research objectives in a supportive team environment.



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Key Responsibilities

Strategic

- Ensure leadership of the research undertaken in the Kimberley aligns with the stated Million Minds Mission project objectives.
- Identify opportunities for million minds research translation, impact and sustainability.
- Ensure high level communication between key stakeholders, KAMS, Curtin University and UWA project teams, headspace Broome, the Kimberley Aboriginal Health Research Alliance and Aboriginal participants regarding research objectives, outputs and outcomes.
- Provide timely high level reports, strategic advice to the Kimberley Aboriginal Health Research Alliance, KAMS and Million Minds Mission research team members as required.
- Ensure the research and other activities undertaken aligns with the identified KAMS values and strategic directions.
- Identify risks and develop processes for managing project deliverables and outputs.
- Support broader mental health and SEWB research objectives and priorities for the Kimberley.

Operational

- Manage planning, implementation, and evaluation of the Million Minds Mission Kimberley research as required.
- Develop and maintain appropriate processes and procedures that support the work of the Million Minds Mission research teams as required.
- Produce high quality funding proposals and reports.
- Contribute towards Continuous Quality Improvement at an accredited standard.
- Provide assistance to KAMS Senior Research Officer or their delegate as required.

Financial

- Responsibility for approved Million Minds Mission grant financial delegations to comply with funding bodies' reporting requirements.
- Establish and utilise collaborative processes namely with relevant research project team members for developing and monitoring finances for the effective and efficient allocation of resources.

Selection Criteria

Essential:

- The successful applicant identifies as Aboriginal and/or Torres Strait Islander
- Qualification in Community Development, Population Health, Health Management, or equivalent



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- Experience working on a research project.
- Demonstrated skill and experience at senior project level.
- Demonstrated ability in working with key partners, stakeholders and Aboriginal communities to ensure project objectives are achieved.
- Excellent problem solving skills including a high level of conceptual and analytical ability.
- Self-motivating and ability to organise own workload with minimal direction.
- High-level integrity in maintaining community and organisational confidentiality.
- Demonstrated commitment to the principles of Aboriginal Community Control and demonstrated knowledge of cultural safety principles and practices.
- Sound knowledge and understanding of Aboriginal and/or Torres Strait Islander cultures and issues affecting Aboriginal and/or Torres Strait Islander health.
- High level oral and written communication skills.
- Current WA "C" class drivers license or equivalent
- Be prepared to travel by 4WD vehicle and light aircraft
- Federal Police Clearance including Working with Children Clearance.

Desirable:

- Experience working in an Aboriginal Community Controlled Health Organisation or an Aboriginal or Torres Strait Islander Community Organisation
- Qualifications in Research at a higher degree level

Certification



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The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

KAMS CEO

Signature: _____ Date: ____/____/____

As occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Name of employee: _____

Date Appointed: ____/____/____

Signature: _____ Date: ____/____/____

About KAMS

www.kamsc.org.au

KAMS (Kimberley Aboriginal Medical Services Ltd.) is a regional Aboriginal Community Controlled Health Service (ACCHS) resource organisation providing a collective voice for a network of member ACCHS from towns and remote communities across the spectacular Kimberley region of Western Australia.

Our major role is in advocacy and support for our ACCHS members, in addition to KAMS being directly responsible for the provision of comprehensive primary health care in 5 remote Aboriginal community clinics at Balgo, Billiluna, Mulan, Beagle Bay and Bidyadanga. Our member ACCHS are based in Kununurra (OVAHS – Ord Valley Aboriginal Health Service), Halls Creek (YYMS – Yura Yungi Medical Service), Derby (DAHS – Derby Aboriginal Health Service) and BRAMS (Broome Regional Aboriginal Medical Service).

The KAMS Centre for Aboriginal Primary Health Care Training Education and Research provides a model of integrated health education, incorporating accredited training for medical undergraduates and postgraduates, pharmacy trainees and Aboriginal Health Worker trainees through to Advanced Diploma level.

KAMS is also responsible for the development and management of Renal Services for the Kimberley, including satellite dialysis services and support and coordination of local primary health care services in the provision of renal education and prevention, early detection and better management of established kidney disease and coordination of care for those in advanced stages of kidney disease.

The KAMS regional collective of ACCHS is a major employer in the Kimberley, with Aboriginal people representing more than 70% of its 300+ strong workforce. KAMS' regional support includes:

- Population Health
- Social and Emotional Well Being
- Health Promotion
- Information Technology
- Pharmacy Support and Training
- Corporate and Financial Services
- Accredited Aboriginal Primary Health Care Training and Education
- Research
- Regional Renal Services
- Undergraduate and Postgraduate Medical Training



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About the Kimberley Aboriginal Health Alliance (KAHRA)

www.kamsc.org.au

KAHRA is a Kimberley-wide alliance that aims to improve the health of Kimberley Aboriginal people by bringing together major Kimberley healthcare services, Kimberley Aboriginal communities and research organisations. The objectives of KAHRA are:

- **Aboriginal Leadership:** Ensuring Aboriginal people are the leaders of Aboriginal health research in the Kimberley and Aboriginal culture is the foundation of all research practice.
- **Community Ownership & Participation:** Facilitating community ownership of research and the active participation of community members across all stages of the research process.
- **Health Services Improvement:** Facilitating and commissioning research aimed at improving the efficacy of health services and health care such as improved access, quality, staff retention and evaluation research.
- **Workforce Development (Capability Building):** Enhancing Aboriginal health research capability in the Kimberley across Aboriginal community members, non-Aboriginal researchers and health services staff, including by increasing the number of Kimberley Aboriginal community members working in research.
- **Coordination & Collaboration:** Increasing the coordination of Aboriginal health research across the Kimberley and promoting collaboration between Kimberley Aboriginal communities, researchers and health services.
- **Creating Change (Translation):** Ensuring the results of research are used to change what is done, whether through changes to policy or practices.
- **Cultural Integrity and Research Rigour:** Ensuring research in the Kimberley is of the highest quality and rigour, acknowledging that methods which incorporate Aboriginal cultural ways of knowing and doing deliver the most sustainable results.