



Where mental wellbeing thrives

Position Description Aboriginal Social and Emotional Wellbeing Trainee

Flourish Australia, Supporting Mental Health & Wellbeing

Position Details

Position Title:	Aboriginal Social and Emotional Wellbeing Trainee
Position Level:	Level 3
Award (or equivalent):	Flourish Australia Enterprise Agreement (2018)
Employment Type:	In accordance with letter of offer
Hours of Work:	In accordance with letter of offer

About Flourish Australia

Our name reflects our fundamental and enduring commitment to people's mental health and wellbeing, supporting them to thrive and live a contributing life.

Vision

Flourish Australia's vision is to enable full participation within a diverse and inclusive community.

Mission

Working together for optimal mental health and wellbeing.

Values

Flourish Australia values hope, inclusion, partnership, diversity, integrity, respect, trust.

Position Summary

Aboriginal Social and Emotional Wellbeing Trainees learn to work in the community with people with lived experience of mental health issues. This role aims to realise Flourish Australia's vision by working with people to develop their recovery journey to meet their hopes and dreams.

The term social and emotional wellbeing is used by many Aboriginal and Torres Strait Islander people to describe the social, emotional, spiritual, and cultural wellbeing of a person. The term recognises that connection to land, culture, spirituality, family, and community are important to people and can impact on their wellbeing. It also recognises that a person's social and emotional wellbeing is influenced by policies and past events.

In the course of performing the role, Aboriginal Social and Emotional Wellbeing Trainees:

- Encourage personal growth by projecting a positive outlook, a sense of belonging, and by promoting social inclusiveness in the community;
- Provide access to activities and opportunities that promote independence;
- Promote positive self-care strategies, enrich social and living skills, increase vocational skills and access to education and training, and work to improve community integration;
- Encourage shared learning experiences;
- Support skill development at every opportunity through self-directed learning, information and education;

- Support people to feel more confident in the community and provide advocacy (when required)
- Listen and create opportunities and activities that meet the interests and goals of people.
- Actively engage in learning opportunities as defined in funding guidelines

Aboriginal Social and Emotional Wellbeing Trainees aim to achieve Flourish Australia's vision by committing to their own personal growth together with developing skills that work toward providing a high quality and responsive person led recovery-oriented service that best supports people to live in their community.

Ultimately, Aboriginal Social and Emotional Wellbeing Trainees work to facilitate access to supports and services that help people on their recovery journey. They achieve this by working with integrity and in a professional manner at all times, and by walking alongside people in their community on their recovery journey.

Relationships and Authority

Reports to: Manager, and on occasion, an Aboriginal Social and Emotional Wellbeing Trainee may report to a Senior Mental Health Worker or Senior Peer Worker based on local need.

Direct reports: Nil

External: Key external relationships may be with families, elders and carers, Local Health District professionals, clinicians/GP's, agents for Housing, Medicare Locals, Community Mental Health Service providers, and the broader community.

Organisational Accountabilities

The Aboriginal Social and Emotional Wellbeing Trainee agrees to:

- Abide by all Flourish Australia procedures and policies.
- Actively ensure the health, safety and wellbeing of self and others at work in accordance with delegated authority and the Work Health and Safety Act 2011.
- Understand and abide by the Flourish Australia Code of Conduct and Ethics, and maintain a professional level of behaviour and conduct in the workplace at all times.
- Be responsible for engaging in discussion about and helping to create and sustain a culture of continuous quality improvement.
- Actively promote the Recovery Action Framework, the vital behaviours and the use of strengths based language.
- Commit to the detection and prevention of fraud.
- Identify possible organisational risks and adhere to the Risk Management Framework.
- Work to support and promote the vision, mission, and values of Flourish Australia.

Key Tasks and Responsibilities

Aboriginal Social and Emotional Wellbeing Trainees are expected to support the delivery of high quality support to people while developing their own professional capacity to build and develop work practice skills. In the course of performing their role, the Aboriginal Social and Emotional Wellbeing Trainee will be responsible for (but not limited to):

- Ensuring services delivered to people accessing Flourish Australia are of a high standard.
- Working in a respectful manner with people accessing Flourish Australia's service, our partners and our internal and external stakeholders.
- Participating in discussions regarding the individual needs and goals of each person accessing our services and collaboratively develop, implement and monitor an individual recovery plan that meets these needs. The plan is lead by each individual person that is supported by Flourish Australia.
- Engaging in shared learning experiences, and support skill development at every opportunity through self-help, formal education, and through daily program delivery and shared group experiences.
- Supporting people to attend appointments of their choice, in the most independent way possible, especially when required by law (medical, vocational, mental health, tenancy).
- Encouraging people to develop their skills in a wide range of areas that they are interested in and which will meet their needs. These may include domestic skills, social skills, independence skills and skills to enter education and/or employment.
- Maintaining an individual focus in supporting people's recovery journeys.
- Ensuring that individual support is provided to each person that accesses Flourish Australia services that meets their recovery journey goals, is strengths based and led by the person wherever possible.

- Being 'hands on' and involved in direct service delivery.
- Being proactive in developing service delivery that is recovery focused and strength based. Examples of specific direct service delivery tasks may include (but are not limited to) working with people in:
 - Maintaining their home environment, and rectify any property maintenance needs.
 - Money management and budget skills if appropriate and agreed with by the person
 - Supporting the person to develop activities of daily living (cooking, shopping, cleaning, hygiene etc.) at the agreed level of participation based on individual needs.
 - Establishing access to social, educational, vocational, and leisure activities.
 - Facilitating participation in-group activities, including accessing psychosocial education.
 - Supporting people to maintain and improve their physical health care needs.
 - If the person wants to, facilitate contact with family and friends, or reacquaint with family and carers and make new friends.
 - With the person's permission make suitable referrals to support services so people can achieve their recovery goals.
 - Accessing Flourish Australia's services and attend appropriate meetings.
- Ensuring that all the people you are working with receive the appropriate level of support.
- Developing a good understanding of Flourish Australia's philosophy, person-led, recovery orientated services/culture, Disability Standards, National Standards for Mental Health Services, Quality Assurance principles, Grievance (Complaints) and Dispute Resolution policy, Work Health & Safety, and Privacy policy and relevant legislation.
- Achieving individual and organisational Key Performance Indicators (KPIs).
- Taking an active role in the development of strategies to achieve desired outcomes.
- Being committed to evidence based decision-making.
- Modelling a strong work ethic that ensures the respect that should be attributed to this important role.
- Developing a good understanding of person-led recovery-oriented services and personal behaviours, which inspire hope and facilitate the achievement of recovery goals.
- Keeping their Manager informed about issues and/or positive outcomes achieved with the people we are working with.
- Promoting positive community awareness of the services provided by Flourish Australia and generating a positive attitude in the community towards people with a lived experience of mental health issues.
- Participating in ongoing learning and development and keeping up-to-date with current trends and mental health practices.
- Effectively communicating with team members and people accessing Flourish Australia's services in a positive proactive manner, ensuring consistency and professionalism at all times.
- With the persons permission, meeting regularly with family and friends to give feedback on progress and to provide information, education and support to families, carers, and friends (when permissible to do so).
- Meeting all policy, contractual and legislative requirements and ultimately achieving good outcomes for the people who access Flourish Australia's services.
- Following the reasonable direction of senior staff.

Required Skills and Personal Attributes

To be successful in this role, the Aboriginal Social and Emotional Wellbeing Trainee is required to:

- Be prepared to become proficient with technology and to develop a workable knowledge of databases.
- Obtain working knowledge of all Flourish Australia programs.
- Think creatively to solve problems and be people focused and work in partnership.
- Have an emerging working knowledge of person-led recovery-oriented practice.
- Have good interpersonal skills, be non-judgmental, be fair, patient, have willingness to listen, and display empathy.
- Value diversity and be respectful at all times.
- Self-reflect and constantly review work practices.
- Be committed to professional and ethical conduct.
- Work independently (support is available if required on more complex matters) and as part of a team
- Effectively organise and plan the workday.
- Commit to punctuality and attendance to the service.
- Apply recovery knowledge in role practices.
- Implement strategies to maintain personal wellness and request support (as required).

Key Selection Criteria

Essential:

1. Completion of Cert III, Cert IV or Diploma level qualifications (as set out in funding guidelines) and willingness to engage in learning and skill development opportunities as defined in training plans.
2. A strong commitment to developing an understanding of recovery-based practice in the workplace.
3. Emerging understanding of the challenges faced by people with a lived experience of a mental health issue.
4. Emerging knowledge of Microsoft Office and knowledge of data information management systems.
5. Understanding that an investment in personal time may be required for the completion of some learning tasks.
6. Current Australian Driver's Licence.

Desirable:

1. A carer role or having a lived experience of mental health issues will be an advantage.
2. Experience working in Aboriginal communities and diverse communities will be an advantage.

Appointments will be subject to satisfactory Australian residency, work reference checks, and National Criminal Record checks.

Agreement

I, _____, have read and understand my obligations as an Aboriginal Social and Emotional Wellbeing Trainee with Flourish Australia as outlined in this position description.

I agree to abide by the Flourish Australia Code of Conduct and Ethics, and agree to read, understand, and abide by Flourish Australia's policies and procedures.

Aboriginal Social and Emotional Wellbeing Trainee

Name		
Signature		Date:

Nb: A signed copy of this position description must be returned to Human Resources.