**Counsellor / Care Coordinator – Northern Rivers**

* *Part-time position available, 56 hours per fortnight*
* *Fixed-term contract until June 30th, 2024*
* *Work to improve the mental health and wellbeing of our communities.*
* *ACON provides a colourful, nurturing, and fun workplace.*

***The Role***

*We’re looking for an experienced Allied Health professional to use their clinical expertise in counselling and care coordination to support people of diverse sexualities and/or genders who are experiencing mental health difficulties, suicidal crises, sexual, domestic, and family violence, and people living and/or affected by HIV. This position is suited to Allied Health professionals with experience working in the mental health sector and multidisciplinary teams.*

***ACONs Client Services:***

*We provide a range of confidential short-term counselling and care coordination services (up to 12 sessions) for LGBTQ+ people and people living with HIV seeking support for their mental health and wellbeing. Our counsellors and care coordinators use a range of short-term, evidence-based therapeutic interventions, care planning, advocacy, and building referral pathways to better equip people to deal with life’s challenges.*

***The role’s key responsibilities:***

* *Conduct suicide risk assessments and safety management planning with clients and provide evidence-based psychological counselling and care coordination for people who have recently made a suicide attempt or are at high risk of suicide.*
* *Conduct psycho-social assessments and identify the need for immediate short-term solution-focused assistance for clients and make referrals for longer-term support in relevant cases.*
* *Maintain a caseload of clients providing care coordination and/or psychological counselling services using a range of evidence-based strategies and interventions*
* *Work with clients presenting with multiple and complex needs to develop care plans, navigate health, medical and community services, and develop self-management skills.*
* *Support people who have been newly diagnosed with HIV, are living longer term with HIV or are at risk of HIV.*
* *Assess, manage, safety plan and deliver therapeutic interventions for people who have or are experiencing sexual, domestic, or family violence.*
* *Work in collaboration with crisis services and mental health services to ensure appropriate levels of care and support for the individual.*
* *Work collaboratively with Mental Health LGBTQ+ Peer Workers.*

**Salary:**

$92K to $101K (total remuneration package [TRP], pro-rata for 0.8 FTE, including superannuation and leave loading) commensurate with skills and experience. You may also elect to salary package a portion of your salary (up to $30,000 gross-up value) tax-free.

**Location**:

*This position is located at the ACON Northern Rivers Office in Lismore.*

*For more information, questions, or if you would like to discuss this role, please contact:*

***AJ Jensen****, Team Leader Client Services, Northern Rivers* [***ajensen@acon.org.au***](mailto:ajensen@acon.org.au) *or (02) 6622 1555*

*OR*

***Brad Bower****, Regional Manager, Northern Rivers* [***bbower@acon.org.au***](mailto:bbower@acon.org.au) *or (02) 6622 1555*

*All applications must include:*

1. *a completed ACON application form;*
2. *a document addressing BOTH the essential and desirable selection criteria; and*
3. *your resume.*

*Please download the Job Application Guide at https://www.acon.org.au/about-acon/jobs/*

**Applications close at Midnight Sunday, 19 September 2022.**

*ACON is an EEO employer. As part of our commitment to creating a diverse and inclusive workplace, people with HIV and Aboriginal and Torres Strait Islander people are strongly encouraged to apply.*

[www.acon.org.au](http://www.acon.org.au)

**Position Description**

**Position Title:** Counsellor / Care Coordinator – Northern Rivers

**Work Level:** Professional

**Reports to:** Team Leader Client Services, Northern Rivers

**Supervises:** None

**Position Overview**

Working in a team of professionals, this position incorporates counselling and care coordination service delivery to NSW clients of diverse sexualities and/or genders (LGBTQ+ people) and people living with HIV. Clients may present in suicidal crisis or require suicide prevention or aftercare services, support for HIV, domestic and family violence, substance use, mental health and resilience and support with gender affirmation.

You will provide high quality, client focused psychosocial assessment and short-term counselling and/or care coordination support to clients referred internally within ACON or from external service providers (e.g. mental health teams, hospital settings, GPs, and other community-based services). You will also work closely with Mental Health LGBTQ+ Peer Workers.

**The Team**

The role is placed within the context of a state-wide, multi-disciplinary team of allied health professionals working within a short-term, trauma-informed framework in our Northern Rivers Client Services Team.

**Counselling & Care Coordination**

* Conduct suicide risk assessments and safety management planning with clients and provide evidence-based psychological counselling and care coordination for people who have recently made a suicide attempt or are at high risk of suicide.
* Conduct psychosocial assessments and identify the need for immediate short-term solution-focused assistance for clients and make referrals for longer-term support in relevant cases
* Maintain a caseload of clients by providing care coordination and/or psychological counselling services using a range of evidence-based strategies and interventions
* Conduct assessments and interventions via face to face and telehealth modes dependent on client preference, location and public health restrictions
* Work with clients presenting with multiple and complex needs to develop care plans, navigate health, medical and community services, and develop self-management skills.
* Support people who have been newly diagnosed with HIV, are living longer term with HIV or are at risk of HIV
* Assess, manage, safety plan and deliver therapeutic interventions for people who have or are experiencing sexual, domestic, or family violence
* Consistent and accurate collection of clinical outcome measures for the purposes of therapeutic intervention and to demonstrate service outcomes
* Work in collaboration with crisis services and mental health services to ensure appropriate levels of care and support for the individual
* Be available for secondary consults to support internal and external services to deliver inclusive practice to our communities
* Work collaboratively with Mental Health LGBTQ+ Peer Workers.
* Opportunity to facilitate groups

**General**

* Continually enhance networks with agencies and external service providers to ensure that all present and future clients are provided with a comprehensive range of options and referrals, in particular, local health district mental health services, housing and alcohol and other drugs services
* Plan, schedule, deliver and evaluate team activities to achieve established goals and objectives in line with the ACON Business Plan
* Actively participate in the ongoing process of supervision, internal meetings, quality improvement activities and continuing professional development
* Identify key health issues for target populations and assist with health promotion interventions across ACON and external service providers
* Perform other duties to assist with the work of the unit as requested by your supervisor (or designate)
* This role may involve some travel across regional NSW to build referral pathways and promote the service.

**Selection Criteria:**

**Essential:**

1. Professional qualification and current registration with an appropriate professional body
2. Minimum of three years’ experience in social work/psychology/counselling in the fields of consumer-based mental health or suicide prevention and aftercare or domestic and family violence (DFV) or HIV/sexual health
3. Demonstrated understanding, knowledge, and commitment to working with people of diverse sexualities and/or genders, and people living with HIV
4. Demonstrated experience undertaking psychosocial assessments, using short-term, evidence-based therapeutic interventions (e.g., solution-focused brief therapy, cognitive behaviour therapy, dialectical behaviour therapy, EMDR and narrative therapy), care planning, advocacy and building referral pathways
5. Risk assessment and management, including suicide and DFV risk.
6. Advanced level written, oral communication skills, including case note documentation, outcome measure implementation, negotiation, and conflict resolution management. Strong skills in using Microsoft Office Applications.
7. Proven ability to work collaboratively as part of a multi-disciplinary team and develop and maintain interprofessional relationships
8. Applicants must provide evidence of Covid 19 Vaccination, in addition to any other vaccination required to perform the role.

**Desirable**

1. Experience working with mental health peer workers
2. Current driver’s license

**How do I apply?**

You must email us the following three documents in MS-Word or PDF format to [vacancy@acon.org.au](mailto:vacancy@acon.org.au):

**1) An ACON Application Form**

You can download this at [www.acon.org.au/jobs](https://www.acon.org.au/wp-content/uploads/2018/08/ACON_Employment-Application-Form.pdf)

**2) Your Cover Letter outlining your Claim against the Selection Criteria**

Tell us how you meet each of the Selection Criteria in the Position Description in detail.

Let us know how your skills and experience relate to the requirements of the position and how you can use them to excel in this job.

To do this, please address each criterion separately. You should use statements with examples that clearly demonstrate your competency in a particular area.

Applicants who do not demonstrate that they meet the requirements of the position will not be invited to attend an interview.

**3) Your Resume**

Tell us about your previous employment and your education. Be sure to include:

1. Your **Name** and **Contact details**
2. Your **Education** including any degrees you have received, the institution and its location and the date of your graduation. You might also want to include your major/minor fields, any honours, and publications.
3. Your **Work Experience** including jobs, internships, and volunteer work.

**How does recruitment work at ACON?**

There are five main steps in the process:

**1) Application**

ACON receives your application, cover letter and resume. You will receive an email from our HR Team acknowledging that we have received your documents.

**2) Shortlisting**

A selection panel of 2-4 qualified persons will review all the applicants and offer interviews to those applicants whose applications best address the requirements of the position.

**3) Interview**

If you are shortlisted for interview you will be contacted by the chairperson of the selection panel and invited to an interview. Your interview may take the form of a question and answer session, a presentation of your previous work, a test of your computer skills, or any other form that is relevant to the position. The chairperson will let you know the format of the interview and any documents, presentations, or examples of previous work that you might need to bring with you.

**4) Offer**

Appointments to positions with ACON are based on merit. This means that the applicant who is judged to be the most capable of carrying out the duties of the position will be offered the job. The decision to make you an offer is based on your written application, your performance at interview, and successful Referee Checks, Criminal Record Checks and Working with Children Checks (if applicable).

**5) Acceptance and Commencement**

Once a salary and start date have been agreed, you will receive a commencement pack from the HR Team including your contract and other documents (e.g. the ACON Code of Conduct, Tax File Declarations, Bank Deposit details, Superannuation Choice forms, etc.). Once these are returned to the HR Team, you are ready to start work on your agreed date.

**How long does it take to hear back on my application?**

If you have applied via email, you will be sent a return email within 1-3 business days acknowledging receipt of your application. After the closing date of the vacancy, your application will then be reviewed, and we will contact to inform you of the result of the recruitment within 4-8 weeks after the application closing date.

If you are successful in gaining an interview, the chairperson of the selection panel will contact you by telephone to arrange a suitable date and time for the interview. If you are not selected for an interview, you will receive an email informing you that your application was not successful on this occasion.