

JOB DESCRIPTION – COUNSELLOR (DISABILITY SERVICES)

Yorgum Vision and Mission			
<p>Our Vision: Aboriginal people, their families and communities are empowered, and have the skills and supports, to improve and maintain their social and emotional wellbeing.</p> <p>Our Mission: To provide all Aboriginal people and their families with a wide range of culturally secure, community-based healing services that utilise a trauma-informed approach to positively impact their social and emotional wellbeing</p>			
Yorgum Strategic Objectives			
<p>Healing Services: Provide community-based healing services to Aboriginal people that work within an Aboriginal Family Worldview.</p>	<p>Aboriginal and Other Partnerships: Partner with the Aboriginal community, Aboriginal Community Controlled Organisations (ACCOs) and mainstream organisations to develop culturally secure, trauma-informed services that address the underlying drivers of social challenges for Aboriginal people.</p>	<p>Evidenced-Based Reform: Drive evidence-based policy and systemic reform that benefits the social and emotional wellbeing of Aboriginal people.</p>	<p>Sustainable Organisation: Yorgum grows in a sustainable way into an Australian leader in delivering healing services to Aboriginal people.</p>

Key Position Information			
Job Title	Counsellor	Section	Disability Services
Reports to	Disability Services Manager	Classification Level	6.1 – 6.4
Direct Reports	Nil	Salaries Award	Aboriginal Communities and Organisations (WA) Interim Award 2011
Role Purpose	<p>The Counsellor will provide targeted trauma-informed, culturally appropriate counselling services to support Indigenous Australians with disability, their families and carers that are affected by the Royal Commission.</p> <p>The roles of the targeted counselling service are to:</p> <ul style="list-style-type: none"> • build capacity in the delivery of trauma informed counselling services specifically tailored for people with disability, including those with more complex needs; • provide access to interpreting or cultural translation services as required; • provide supportive referrals to legal support services, advocates, financial support services, counselling and psychological care providers; • refer to or collaborate with appropriate services to provide social and practical support to clients such as housing, health, mental health, financial and aged care services in order to meet the critical needs of the individual; • accept referrals from the Royal Commission and other Australian Government funded Royal Commission support services, such as the national telephone counselling and referral service, as well as supporting clients that directly approach the service; and <p>Yorgum will primarily deliver services to Aboriginal and Torres Strait Islander peoples, and will work with other services to ensure a seamless referral for non-Indigenous clients that will access the service.</p>		

	The service will operate throughout Western Australia (except for the Kimberley) and will have counsellors based in Port Hedland, Kalgoorlie and Perth and will operate Monday to Friday during regular business hours.
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Duties and Responsibilities

Counselling

- Conduct initial assessments of individual and/or family needs.
- Provide culturally appropriate, trauma informed counselling appropriate for people with disability, including those with more complex needs.
- Maintain an appropriate client caseload.
- Refer to or collaborate with appropriate services (housing, health, mental health, financial, aged care services) to provide social and practical support to clients to meet individual critical needs.
- Provide access to interpreting services as required.
- Undertake supervision.
- Undertake travel to provide counselling a service to the clients and their families.

Administration

- Attend and participate in team and staff meetings.
- Support and participate in evaluation processes as required.
- Contribute to the development and implementation of team action plans.
- Write, enter and maintain client information and case notes on team database.

Other

- Participate in Yorgum cultural events.
- Contribute to and implement continuous improvement strategies.
- Contribute to the maintenance of a safe workplace.
- Other duties as required.
- Undertake travel and stay overnight.

Key Performance Indicators

- Maintain a client caseload as determined by the Manager.
- Keep current and accurate case notes and client records.
- Develop an agreed staff development plan and undergo at least one documented annual performance review.

Selection Criteria

1.	A tertiary qualification in Social Work, Psychology or Counselling with supervised clinical experience.
2.	Demonstrated experience in providing culturally secure, trauma informed counselling to people with a disability affected by trauma and abuse.
3.	Demonstrated understanding of issues experienced by Aboriginal and Torres Strait Islander people.
4.	Demonstrated experience in engaging with and building strong working relationships with clients and relevant stakeholders.
5.	Demonstrated organisational and time management skills.
6.	Demonstrated experience to work independently and as a member of a team.
7.	Demonstrated experience with Microsoft applications and database management.

Essential pre-employment requirements

1.	A valid driver's license.
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2.	Police Clearance not less than six (6) months old
3.	Valid Working with Children Check
4.	Referee checks

Delegated Authority

The details contained in this document are an accurate statement of the requirements of the position.

Name: Laurel Sellers

Position: CEO

Position Holder Acknowledgement

You acknowledge this Job Description is received electronically via Yorgum's Human Resource and Payroll system. By acknowledging this document, you thereby agree to accept the duties and responsibilities and KPI's outlined in this Job Description form.