

<b>Position title</b>	Aboriginal Wellbeing Trainee	<b>Reference</b>	hsD: Community Engagement
<b>Reporting to</b>	Aboriginal Wellbeing Traineeship Coordinator	<b>Location</b>	Darwin
<b>Division</b>	Mental Health	<b>Section</b>	headspace Darwin
<b>Approved</b>	Executive Manager Mental Health	<b>Date</b>	12/08/2019

## Organisation Statement

Anglicare NT is a respected provider of quality human services across urban, regional and remote areas of the Northern Territory. We demonstrate our values of Hope, Kindness, Respect, Fairness and Integrity through strength-based and trauma informed practice, cultural respect, child safety, social justice, community development and partnerships. Anglicare NT was formed by the Anglican Diocese of the NT to respond to the social needs of our diverse communities.

## Purpose of the Position

You will provide increased access to mental health services and programs, wellbeing literacy and encourage help seeking for Aboriginal & Torres Strait Islander young people. You will be employed in a youth and community engagement capacity, specifically working with Aboriginal and Torres Strait Islander young people living in rural and remote communities outside Darwin. In this role you will also be supported to undertake a Certificate IV in Mental Health whilst you work.

You will uphold the values of Anglicare NT and provide quality services within the scope of the position and associated delegations.

## Selection Criteria

### Position specific requirements

1. This position will only be open to Aboriginal and Torres Strait Islander applicants.
2. The minimum qualification required is completed secondary education to a Year 10 School Certificate or equivalent.
3. Willingness to successfully complete a Certificate IV qualification in Mental Health and other health and wellbeing related opportunities.
4. Demonstrated knowledge and understanding of Aboriginal and Torres Strait Islander cultures and have established links with your local Aboriginal community.
5. Demonstrated knowledge of wellbeing and mental health issues relevant to Aboriginal and Torres Strait Islander young people and communities.
6. Able to work effectively as part of a team as well as autonomously.
7. Sound interpersonal, communication and organisational skills.
8. Demonstrated commitment to working respectfully with Aboriginal & Torres Strait Islander people and people from culturally and linguistically diverse backgrounds, communities, staff and Aboriginal Controlled Organisations.

### General Criteria

1. Demonstrated commitment to working respectfully with Indigenous and culturally and linguistically diverse clients, communities and staff.
2. Demonstrated capacity and willingness to adhere to legislation, Anglicare NT policies and procedures and a commitment to EEO, WHS, risk management and quality improvement practices.
3. Northern Territory Working with Children Clearance (Ochre Card).
4. National Police Criminal History Report (less than three months old) with acceptable outcome.
5. Northern Territory Driver's Licence.
6. First Aid Certificate (or willingness to obtain if required).

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## Key Responsibilities

### 1. Traineeship Program

- Complete a Certificate IV in Mental Health whilst undertaking the Youth Engagement role
- Consistently attend, actively engage and meet requirements, as outlined in the course program.
- Engage in relevant training, professional development and other learning activities.
- Engage in regular supervision as provided at headspace Darwin.
- Contribute to the development and implementation of a work plan.
- Work under the guidance of the Aboriginal Wellbeing Traineeship Coordinator

### 2. Youth Stakeholder Engagement

- Under the guidance of the Traineeship Coordinator, engage with relevant internal and external stakeholders to ensure young people and community needs are considered in the development and implementation of program activities.
- Develop relationships and engage with Aboriginal & Torres Strait Islander young people and communities from regional or remote communities in the NT.
- Plan and undertake wellbeing promotional activities with Aboriginal & Torres Strait Islander young people and communities.
- Represent headspace Darwin, plan activities and engage with young people at community events (i.e. NAIDOC Week, National Aboriginal & Torres Strait Islander children's day, mental health week).
- Liaise with internal Anglicare NT, headspace Darwin and headspace Katherine staff.
- Support the Trainee Coordinator in the establishment and engagement of a Youth Advisory Group.

## General Requirements

- Comply with Federal, NT and Local Government legislation, regulations, permits and / or by laws.
- Adhere to delegations, code of conduct, policies, procedures and general conditions of employment.
- Work within contract, program / project parameters and scope of practice.
- Comply with program guidelines, work plans, budget, data and reporting requirements.
- Comply with WHS requirements – remain vigilant and contribute to a safe working environment.
- Embrace organisational values, work cooperatively and help sustain a respectful workplace.
- Support and mentor work colleagues by sharing your skills, knowledge and strengths.
- Help implement our Reconciliation Action Plan and build an inclusive and culturally competent workforce.
- Maintain confidential client, staff and organisational information in line with requirements.
- Keep up to date with workplace communications, staff meeting records and the intranet.
- Contribute to planning, evaluation and continuous quality improvement activities.
- Participate in supervision, performance reviews and undertake approved training.
- Maintain attendance, payroll and leave records in accordance with procedures.

## Delegation of Authority

As per Board approved Delegation of Authority Schedule and aligned position classification (noting content will updated from time to time).