



COMMUNITY ENGAGEMENT COORDINATOR

DUTY STATEMENT

Job title:	Community Engagement Coordinator
APS level:	APS Level 6
Branch	Open Arms – Veterans & Families Counselling
Section	Various
Location	Various
Assigned duties number	Assistant Director Clinical Coordination

JOB DESCRIPTION

The position of Community Engagement Coordinator entails working collaboratively with key internal and external stakeholders to enhance Open Arms' ability to identify and respond to the needs of vulnerable and at risk veterans, current and former defence force members and/or their families. The position takes a strengths-based, recovery approach to supporting vulnerable and/or at risk clients to foster wellbeing. The position aims to optimise a client's wellbeing and participation in their community through community engagement, collaborative recovery work and complex case management. The position incorporates the development and maintenance of community partnerships and the provision of direct evidence informed support to individuals and/or their families. The position also focuses on team leadership, service design, delivery and evaluation.

DUTIES

In accordance with the principles of workplace diversity, Work Health and Safety, participative work practices, APS values and APS Employment Principles:

- Coordinate the activities of the Community Engagement Team, including line management, operational supervision and provision of information, debriefing and support, to the positions of Community and Peer Advisor. Provide oversight of the activities of the Community Engagement Team.
- Using a community engagement framework, work in partnership with the Assistant Director Clinical Coordination and Community and Peer Advisors to develop and deliver strategic initiatives that contribute to enhanced access to support services for veterans, defence force members and their families.
- Develop and maintain strategic relationships with key internal and external stakeholders in a range of settings to enhance support options for clients.

- Coordinate participation of the Community Engagement Team in evaluation activities and monitor progress of the team, including development of outcomes monitoring and delivery of reports.
- Provide feedback on Open Arms' policies and procedures, particularly in relation to community engagement and development activities.
- Undertake direct provision of evidence informed clinical services, including intake, complex case management, case coordination, and facilitation of group programs.
- Lead and foster a team culture that values the backgrounds and experiences of all members of the team.
- Identify and appropriately deploy the skills of Community and Peer Advisors both in the delivery of community engagement and peer support activities.
- Participate in community development and service promotion activities
- Participate in internal and external meetings as directed.
- Demonstrate leadership behaviours and actively uphold the principles of cooperative and safe work practices consistent with APS Values and the Department's mission, vision, approach and values

MANDATORY REQUIREMENTS AND OTHER REQUIREMENTS

Mandatory Clinical Qualifications

- Qualifications must be that of a Psychologist, Occupational Therapist, Accredited Mental Health Social Worker, Or Nurse with mental health experience.
- Qualified Psychologists, Occupational Therapists and Nurses must have current registration with the Australian Health Practitioners Registration Agency (AHPRA).
- Mental health accredited Social Workers must be registered with the Australian Association of Social Workers (AASW).

Mandatory Clinical Qualifications

- Working with Children (WWC) and/or Vulnerable People Checks/Clearance must be obtained prior to commencing in the position.

Highly desirable Clinical Qualifications

- Relevant experience within hospital and acute mental health settings
- Management experience within clinical settings

HOW TO APPLY

Open Arms labour hire vacancies are advertised on job advertising websites and through recruitment agencies.

We recruit through several agencies within the location of the advertised role, so you may see our jobs listed on a number of different websites. This allows you to choose the agency you want to register with.

To apply for this role, please choose a recruitment agency advertising this position, and follow their application process.