



## VICTORIAN ABORIGINAL HEALTH SERVICE

Position Title: Case Plan Coordinator – Balit Djerring  
Location: Preston  
Employment Status: 12 months fixed term  
Reports To: Balit Djerring Team Leader

### About the Organisation

The Victorian Aboriginal Health Service (VAHS) was established in 1973 to address the specific medical needs of Victorian Aboriginal communities. The organisation has expanded steadily over past 40 years to provide a comprehensive range of medical, dental and social services for our community.

As well as providing a variety of medical services, VAHS is committed to supporting the well-being of the community through contributions to community events and activities. VAHS is also committed to assisting research into the ongoing needs of the community.

VAHS is a child safe organisation.

### About the Opportunity

The Case Plan Coordinator will work in a collaborative and adaptable role, directly with the Balit Djerring Team. Coordinate and facilitate effective support structures, including external agencies (i.e. liaising and referring with community organisations and other government agencies such as Centrelink and housing in order to meet the complexity of client needs.

### Key Selection Criteria

To be considered for this role you must have the following;

- Demonstrated knowledge of Aboriginal Community Controlled Health services and ability to communicate sensitively and effectively with Aboriginal and Torres Strait Islander people
- Demonstrated practical experience working with vulnerable clients associated with drug and alcohol and mental health conditions and the range of treatment options available
- Experience that demonstrates your knowledge in effective case management
- Demonstrated effective verbal and written skills with emphasis on interpersonal communication skills, confidentiality and record keeping
- Demonstrated understanding of a holistic approach to mental health
- Demonstrated capacity to work effectively as part of a trans-disciplinary team
- Capacity to work under pressure and develop creative and flexible solutions to complex problems

### Qualifications, Licenses and Registrations

- Diploma in AOD or related field, or equivalent relevant experience
- Higher qualifications in Human Services, Social Work, Counselling, Occupational Therapy or Mental Health Nursing (desirable)
- Current Victorian driving license
- Current Working With Children check
- Current National Police check

### How to Apply

Please send your application, with a cover letter, CV and responses to the selection criteria, via [employment@vahs.org.au](mailto:employment@vahs.org.au) before Sunday 9pm, 19 July 2020.