



**VICTORIAN ABORIGINAL
HEALTH SERVICE**
Caring for the Community

JOB VACANCY – VICTORIAN ABORIGINAL HEALTH SERVICE

Position Title: Community Tobacco and Health Promotion Officer
Location: Preston
Employment Status: Fixed term until 30 June 2021
Reports To: Health Preventative Manager

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 organization.

About the Opportunity

With guidance from the Preventative Health Manager, the position will work as part of the Preventative Health Team to implement local health promotion activities e.g. community events, implementation of supporting creation of smoke-free homes and workplaces and community events, sharing information about smoking cessation, to increase community understanding of the dangers of smoking, benefits of cessation and benefits of smoke-free environments. This position will also be supporting and engaging with students outside program delivery to empower and create pathways for appropriate services.

Key Selection Criteria

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

- Demonstrated ability to work and communicate with Aboriginal and Torres Strait Islander Communities and their leaders, respecting traditional culture, values and ways of doing business.
- Demonstrated experience in health promotion or experience in smoking cessation and / or Aboriginal Health
- Demonstrated project Management, negotiation, time management and analytical skills
- Demonstrated ability to plan and prioritise across multiple tasks
- Demonstrated ability to establish and maintain effective working relationships with a range of organisations and health professionals
- Demonstrated ability develop, deliver, evaluate and report on projects and programs
- Strong interpersonal, written, and oral communication skills, with proficiency in presenting and public speaking
- Understanding of current social media trends and programs

Qualifications:

- Certificate IV or higher in Community Development, Population Health or related field or the commitment and ability to undertake training in relevant qualification.

How to Apply

Please send your application, which must include a cover letter, resume and responses to the selection criteria, via employment@vahs.org.au before Sunday 9pm, 14 February 2021.

Request for position description can be made via employment@vahs.org.au.