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| **POSITION DESCRIPTION** |
| **Agency** | CAAAPU | **Work Unit**  | Residential Treatment - Female |
| **Job Title**  |  Case Worker  | **Designation** | Level 3 |
| **Job Type** | Part time contract | **Duration** | To June 30 2023 |
| **Salary** | Level 3 | **Location** | Alice Springs |
| **Contact** | Richard Michell |
| **Information for Applicants** | Applications should include a one-page cover letter and an attached Resume/CV. A Criminal History Check and a Working with Children Card are a condition of employment. |
| **Special Measures** | Aboriginal and Torres Strait Islander applicants will be given priority consideration and preference in selection for this vacancy if they meet all essential criteria and are suitable at the position level |
| **Responsible to:** | Treatment Manager  |

**Central Australian Aboriginal Alcohol Programs Unit (CAAAPU)**

CAAAPU is an Aboriginal Corporationwhich delivers culturally appropriate alcohol and other substance abuse rehabilitation, treatment programs and services to assist the people of Central Australia.

CAAAPU endeavour to provide a safe and effective healing place that equips Aboriginal individuals and families with the tools to lead a healthy, sober, active and productive life by increasing the recognition of the unique spiritual and cultural strengths of Aboriginal people to assist in healing choices and by providing leadership in the Aboriginal community in the areas of alcohol and other drug dependency.

**All positions within CAAAPU are dependent upon continued government funding.**

**Case Worker**

The Case Worker is responsible for supporting the delivery of quality residential rehabilitation, treatment services and educational programs to the highest standard, for CAAAPU’s female clients with alcohol and other drug related issues.

The Case Worker will play a key role in coordinating the delivery of treatment programs for female clients at CAAAPU. They will provide support to a team of Care Workers, and will strive to build a safe and effective healing place that equips Aboriginal people with the tools to lead healthy, sober and productive lifestyle.

 **Key Functions:**

1. Conduct Alcohol and other Drug assessment and develop Individual Treatment Plans (ITP) with clients and monitor their progress.
2. Provide AOD treatment through individual and group support.
3. Carry out duties in accordance with CAAAPU's safety policy, safety principles, corporate values and strategies.
4. Facilitate the day-to-day delivery of treatment services, residential rehabilitation, and education programs for CAAAPU’s clients, incorporating appropriate Treatment Standards and Protocols.
5. Support the female care workers, with support of the Treatment Manager.
6. Manage client wellbeing and safety at all times and in line with CAAAPU Duty of Care protocols.
7. Ensure treatment and aftercare programs are developed.
8. Provide advice and reports to the Treatment Manager as required.
9. Maintain confidentiality and ensure sensitive information is handled accordingly.
10. Enter data and provide reports in a timely manner.
11. Other relevant work tasks as required.

**Essential Selection Criteria:**

1. Certificate, Diploma or Tertiary Qualifications or relevant experience in Social Work, Community Services (Alcohol and Drugs), and/or Counselling.
2. Proven experience working in a team of people in a challenging and complex environment.
3. Experience operating in residential facilities, treatment and rehabilitation programs.
4. Demonstrated ability and experience with supporting people whose lives have been affected by alcohol and other substance abuse.
5. High level experience in AOD assessment and case planning.
6. A high level of resilience, tenacity and tolerance for stress to enable effective functioning in a challenging and often difficult environment.
7. Excellent interpersonal and people skills and a high level of written and oral communication skills.
8. High Level Computer and administration competency.
9. A Current NT Driver’s License and First Aid Certificate (or ability to obtain one).
10. Working with Childrens card and current (within 6 months) National Police Check