



The GEO Group Australia Pty Ltd.

## POSITION DESCRIPTION

<b>Position Title</b>	<b>REHABILITATION AND REINTEGRATION OFFICER</b>
<b>Reference Number</b>	PD147
<b>Department</b>	Rehabilitation and Reintegration
<b>Position Reports To</b>	Senior Rehabilitation and Reintegration Officer
<b>Positions Reporting To This Role</b>	NIL
<b>Work Location And Travel</b>	This position is located at <b>Junee Correctional Centre</b> on Park Lane, Junee, NSW 2663.
<b>Operating Environment</b>	<p><b>Junee Correctional Centre</b> is located in Junee, New South Wales, 40 kilometres north-east of Wagga Wagga.</p> <p>Junee has been continually managed by GEO on behalf of Corrective Services NSW since opening in 1993. It is New South Wales' largest regional correctional centre.</p> <p>Junee's primary role is to safely and securely house up to 910 adult inmates (or up to the capacity of available beds) and progress their case plans by delivering a comprehensive range of education, vocational training, rehabilitation, reintegration and offending behaviour programs. Together, these lower an inmate's risk of reoffending and increase the likelihood of successful community reintegration.</p> <p>The team at Junee achieves exceptionally high levels of inmate engagement with its responsive interventions. This includes developing strategies that encourage and enable previously-marginalised groups such as Indigenous Australians and the chronically ill to participate.</p> <p>Interstate travel may be required.</p>
<b>Position Summary</b>	<p>Rehabilitation and Reintegration Officers (RRO) work within an integrated practice framework, utilising the Risk Need Responsivity (RNR) Model and the Good Lives Model (GLM).</p> <p>RROs are responsible for facilitating a range of programs addressing key criminogenic needs such as drug and alcohol, family violence,</p>

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anger and aggression, in addition to programs that support life skill development. Intervention is largely group-based with individual intervention available to those unable to participate in groups.

RRO's are also responsible for assessing Inmates' reintegration needs and providing access to relevant programs and services to support their successful return to the community. RRO's support inmates to access financial support, travel, food and clothing, housing, and employment opportunities. They also support inmates to stay connected to their family, social supports and broader community.

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### Key Accountabilities

- Participate as a member of the Rehabilitation and Reintegration team under the supervision of the Senior Rehabilitation and Reintegration Officer.
  - Undertake various assessments including program suitability assessments, intake screening, reintegration needs and drug and alcohol assessment, and provide recommendations on appropriate programs, services and referral pathways.
  - Facilitate group interventions targeting key criminogenic needs such as drug and alcohol, family violence, anger and aggression, in addition to programs that support life skill development and reintegration.
  - Provide individual intervention and support to inmates unable to engage in group interventions.
  - Provide Inmates with practical transition and reintegration assistance such as assisting with utility disconnection, access to bank accounts and identification in addition to assisting with access to Centrelink, Disability Services and other external support agencies.
  - Respond to and action referrals for reintegration services including post-release housing, employment, drug and alcohol and mental health services.
  - Support inmates to maintain connection with their family, support network and broader community.
  - Contribute to case planning through assessment, case plan development, case reviews, behaviour support plans and other tasks as required.
  - Ensure appropriate follow up work is completed after the conclusion of each session/program, ensuring documents, reports and data are maintained and recorded in accordance with CSNSW and GEO policy.
  - Ensure effective systems are established and maintained to review and monitor Inmate progress and program efficacy.
  - Participate in supervision and professional development opportunities consistent with the role.
  - Establish, maintain and develop relationships with relevant community, Government and non-Government agencies, for the purposes of providing services and support for Inmates pre and post release.
  - Effectively, efficiently and accurately manage data entry into identified systems and client files with regard for client confidentiality.
  - Facilitate training as required for custodial and non-custodial staff regarding rehabilitation and reintegration, including case planning
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- Participate in the Inmate induction and orientation program as required.
- Be cognisant of 'purpose and place' when undertaking all duties.
- Cooperate with the employer's efforts to comply with the requirements of the WHS Act 2011, Accept responsibility for the health, safety and welfare of subordinates, Inmates, contractors and visitors under the employee's supervision. Comply with the employer's policy and procedures enabling compliance with the WHS Act 2011.
- Cooperate with the GEO Group Australia's efforts to establish, maintain and continuously improve the GEO Environmental Management System in accordance with the requirements ISO 14000, the GEO Quality Management System in accordance with the requirements of ISO 9001 and the integration of these systems.

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### Key Selection Criteria:

#### Essential:

- Demonstrated knowledge of the NSW Justice System and legislation relevant to working in Corrections.
- Demonstrated knowledge of the "What works" literature in offender rehabilitation and principles of the Risk Need Responsivity (RNR) model in reducing recidivism in offender populations.
- Experience in risk assessment, case management, program facilitation, or other relevant community welfare and/or support role.
- Appreciation of the role of relevant Child Protection laws and procedures.
- Demonstrated ability to work collaboratively with others both cross-agency and as part of a multidisciplinary team of professionals.
- Excellent verbal and written communication skills, including the ability to effectively and efficiently prepare reports. Ability to administer assessment tools, analyse and record data, prepare plans and make referrals to service providers.
- Professional attitude with well-developed interpersonal, communication, problem solving and conflict resolution skills.
- Certificate IV Correctional Practice or willingness to complete within 2 years of employment.

#### Desirable:

- Post-graduate qualification in a related discipline, or undergraduate degree in social work, psychology, criminal justice, criminology, or a related discipline, or significant experience working in a related field.

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### Other Requirements of the Role

- Ability to work within a correctional setting, which will involve direct contact with Inmates.
- Ability to maintain a continuing satisfactory security clearance as approved by the Commissioner of Corrective Services New South Wales (CSNSW).
- Ability to work outside of ordinary business hours as required on occasion.

**Employee Acceptance/Manager Approval**

I acknowledge that the statements included in this position description are intended to reflect duties and responsibilities that I may be required to undertake and are not to be interpreted as being all inclusive.

I have read, understood and accepted the above position description and associated attachments.

EMPLOYEE'S NAME	SIGNATURE	DATE

**Manager Approval (of Position Description)**

NAME	SIGNATURE	DATE
R. Heycock		31.08.21

Master copy lodged with HO (SLT only) ☐

Master copy lodged with department monitor ☐