

<b>Position</b>	Lifestyle & Creative Programs Facilitator
<b>Date effective</b>	April 2018
<b>Conditions</b>	Lutheran Services (Qld) Aged Care Enterprise Agreement 2017

### Who we are:

Lutheran Services is a respected not-for-profit organisation providing services in the fields of aged care, disability, family support, youth support and chaplaincy in Queensland. Lutheran Services provides quality and contemporary support and accommodation for older people, youth and their families, people living with disability or mental illness, and families experiencing domestic violence and hardship.

### Our philosophy and vision

Lutheran Services exists to serve. Delivering the best in service, care and accommodation while making a meaningful contribution to communities is at the core of what we do.

### Our values

- Offering grace and hope
- Delivering faithful service
- Respecting the dignity of the people we serve
- Fostering a committed and innovative culture
- Securing a sustainable future

### Purpose of the role

The role exists:

- to enable residents to express themselves creatively and engage in meaningful activities, with the aim of maintaining and/or increasing their quality of life.
- to support the Creative Programs and Volunteer Coordinator to engage the Tabeel Community, including residents and volunteers, in the creative programs
- to support the development of an atmosphere and environment that in which collaboration, creativity and joy are embedded in the service.

### Reporting relationships

The Lifestyle & Creative Programs Facilitator reports to the Creative Programs and Volunteer Coordinator. The Creative Program Facilitator will work with and support volunteers who are involved in the creative programs.

### Legislative/policy requirements

All employees must have a current National Police check and will be required to provide proof of working rights. The incumbent will be required to provide medical information relevant to this position by submitting to a pre-employment medical and be deemed fit by Lutheran Services Chief Medical Officer.

### Qualifications/Experience

- A specialisation in one or more creative area, which includes but is not restricted to: creative writing; storytelling; music and visual arts.
- Well-developed skills in group facilitation as well as working one-on-one.
- Ability to motivate and inspire others as well as actively contribute to change.
- Superior communication skills
- An innovative approach to providing tailored and meaningful activities for the residents
- Ability to establish and maintain strong links with others, including a strong commitment to volunteers and volunteer programs
- Manual handling training and experience
- Maintain an Australian Driver's Licence

### Roles and responsibilities

Within the policies established by Lutheran Services and working in collaboration with relevant managers and employees, the occupant of this position will:

- Support the delivery of a high quality, innovative and responsive creative activities and arts program that provides meaningful and engaging activities in all areas of the service by –
  - Supporting the assessment of resident's with regard to their creative interests, social /cultural history, emotional and spiritual needs
  - Developing and facilitating individual and group activities that engage with a residents interests and desires;
  - Supporting and empowering residents to use and develop their skills and abilities;
  - Evaluating the effectiveness of programs and making changes and improvements as appropriate;
- Work with the Creative Programs and Volunteer Coordinator to generate opportunities for creative skills development that promotes and encourages wider involvement in creative programs by managers, employees, volunteers and the community;
- Work with the Creative Programs and Volunteer Coordinator to determine the organisation's volunteer need and identifying new volunteer opportunities and projects;
- Assist the Creative Programs and Volunteer Coordinator to connect volunteer motivations and passions with service goals through feedback and support
- Support the celebration and recognition of volunteers;
- Support the Creative Programs and Volunteer Coordinator to create a safe environment and ensure staff and volunteers are working in line with Lutheran Services' Work Health and Safety Policy
- Recognise, seek out and create opportunities that build a sense of community and establish connections within the service as well as with the wider community, by building relationships with external organisations to increase the Service's links with the local community.
- Initiate and actively contribute to change within the service and ensure staff and volunteers are engaged through consistent and effective communication, through a variety of channels;
- Maintain records sufficient to support effective service delivery and to meet accreditation requirements

**NOTE:** This position statement is not intended to be all-inclusive. Employees may perform other related duties as negotiated to meet the ongoing needs of the organisation.