

Job Title:	Outreach NSEP Worker		
Program:	Outreach and Needle and Syringe Exchange Program		
Level/Salary Range:	Guided by Federal SCHCDS Industry Award Level 3.1	Hours Per Week:	19
Location:	21-22, 7 Aberdeen Street Perth	Position Type:	Part Time
Position Reports To:	Outreach Coordinator		
Address Applications to:		Application Closing Date:	
Paul Dessauer Outreach Coordinator outreach@harmreductionwa.org		Tuesday 11 th October 2022	
PO Box 8003 Perth WA, 6849		More Information:	
		Paul Dessauer Outreach Coordinator outreach@harmreductionwa.org	
OVERVIEW			
<p>Peer Based Harm Reduction WA (PBHRWA) is a statewide, peer-based community organisation that aims to improve the health and social circumstances of people who use drugs (PWUD) in WA. PBHRWA is staffed and governed by people who may have/have had personal experience of substance use and people who have an interest in substance use issues and who support PBHRWA's practice and principles.</p> <p>Programs and services are delivered within a social health and community development framework underpinned by harm reduction and peer education. PBHRWA provides a non-judgmental space for PWUD to access a range of services.</p> <p>PBHRWA's services encompass a Needle and Syringe Exchange Program (NSEP) and safe disposal, information and peer education on safer drug use, safer sex, hepatitis C and other blood borne viruses, health clinics including mobile health clinics, and supported referral to drug treatment, legal, social, welfare and other health services. PBHRWA operates an outreach peer education and support service and tailors information and education sessions in response to requests from various drug and health related service providers and educational facilities.</p> <p>PBHRWA operates from two fixed site locations: Aberdeen Street in Perth and Bunbury.</p>			
ACCOUNTABILITY			
<p>PBHRWA is governed by a Committee of Management (COM) and the Chief Executive Officer (CEO) reports to the COM. This position reports in the first instance to the Outreach Coordinator, who reports to the CEO.</p> <p>All staff and Committee members are accountable for providing and ensuring programs and services remain accessible and equitable to people who need and use them. PBHRWA is an accredited organisation against the Alcohol and other Drug and Human Services Standard.</p>			

ROLE AND RESPONSIBILITIES

Position Objective:

To provide a consumer-focused Outreach NSEP service in the community, delivering harm reduction equipment, information, and education services tailored for people who inject drugs, and facilitating their access to Peer Based Harm Reduction WA health services and other programs where appropriate.

Location:

Peer Based Harm Reduction WA services operate from two locations in Perth and Bunbury. This position is based at our Perth head office and delivers services throughout the greater Perth metropolitan area.

Key Tasks:

- Liaise with the Outreach Coordinator on all aspects of Outreach NSEP service delivery.
- Develop opportunities to maximise engagement with service users and increase their sense of ownership of the service.
- Deliver a consumer-focused NSEP service and provide harm reduction education to consumers in their homes and elsewhere in the community as directed.
- Ensure safe storage and disposal of used injecting equipment.
- Safely handle cash from sale of consumables.
- Facilitate consumers' access to other Peer Based Harm Reduction WA services.
- Explore further opportunities to deliver a range of health and harm reduction initiatives that meet consumer needs including education, intervention and referral.
- Assist in the collection of statistics and maintain data records for reporting and other purposes.
- Other duties as requested & required.

Policy & Procedures

- Undertake all duties in accordance with Peer Based Harm Reduction WA policies and procedures, the Alcohol and Other Drug and Human Services Standard (2019), WA Department of Health and other relevant government policies, and all legal and other statutory obligations.

Team Development

- Promote team work and participate in team-building activities.
- Commit to appropriate training and professional development when offered.
- Actively participate in staff meetings, team meetings, supervision, service planning, in-service workshops etc.
- Support research and other activities as required.

Reporting/Administrative

- Collect and collate consumer data in accord with Service Agreements and all other Peer Based Harm Reduction WA data collection procedures.
- Provide written and verbal reports to Outreach Coordinator as required.
- Complete timesheets, leave and other administrative forms in a timely fashion.

Information and Resource production

- Develop and/or contribute to the development of information and educational materials related to the position as required.
- Participate with other staff in production of other educational and promotional resources.

SELECTION CRITERIA

- Essential:**
- Qualifications in relevant human services field *or* demonstrated experience in a similar role *or* demonstrated relevant life experience.
 - Excellent customer service, verbal communication, and interpersonal and conflict resolution skills.
 - Demonstrated written communication & problem-solving skills.
 - Demonstrated organisational and time management skills.
 - The ability to work both autonomously and as part of a team.
 - Computer competency in Microsoft Office suite, Outlook and internet use.
 - Current C Class driver’s license

- Desirable:**
- Previous experience working in a peer-based AOD service or previous experience working in Needle and Syringe Programs.
 - Sound understanding of the principles of harm reduction in relation to blood borne viruses, non-viral infection and injury, and safer injecting practices.

OTHER INFORMATION

- A 6 month probationary period will apply.
- Salary packaging is available to employees.
- Hours of work are in accordance with the NSEP opening hours.
- Overtime is not paid. TOIL must be negotiated with your line manager and applied in accordance with PBHRWA policy.

- Applicants are required to:**
- Read and understand the Position Description
 - Write a brief letter of application
 - Provide brief statements addressing the Selection Criteria
 - Provide an up-to-date Resume
 - Provide the names and contact details of two professional referees

Please note that applications must address each of the Selection Criteria to be considered.
 For more information on the position please contact Paul Dessauer at outreach@harmreductionwa.org
Applications close, Tuesday 11th October 2022.

Reviewed By:		Date:	
Approved By:		Date:	
Last Updated By:		Date/Time:	