

## Position Description Mental Health Support Worker

<b>Position Title</b>	Mental Health Support Worker
<b>Position Type</b>	Full time (76 hours per fortnight) fixed term 6 month contract
<b>Classification</b>	Social, Community and Home Care Disability Services Award (2010) Level 3.1
<b>Salary</b>	\$67263 per annum full time equivalent plus superannuation and salary packaging
<b>Working Hours</b>	76 hours per fortnight (including evenings and weekends on a monthly roster)
<b>Effective Date</b>	<i>As soon as possible</i>

### About Stepping Stone:

Stepping Stone is an incorporated, not-for-profit organisation assisting adults with mental health issues to develop the skills and confidence necessary to live satisfying and productive lives in the community. Stepping Stone operates a member-based Clubhouse founded on the Clubhouse International model ([www.clubhouse-intl.org](http://www.clubhouse-intl.org)). Members participate in Clubhouse activities as a way of accessing opportunities to re-join the worlds of friendships, family, important work, employment, education, housing and social recreation. We assist members to, access community services and supports they may individually need. Members and Clubhouse staff work side by side in undertaking the day-to-day operation of the Clubhouse.

The range of revenue streams that Stepping Stone accesses include funds from NDIS, Queensland Health, the local Primary Health Network (PHN), corporate and philanthropic funders. This means that the regulatory environment in which it operates is complex and compliance requirements demanding.

### Purpose of Role:

The Mental Health Support Worker position will work to deliver Clubhouse services and supports in a manner designed to empower members and to assist them in achieving their individual goals.

This support will be delivered according to the guidelines and principles of various frameworks (including the Clubhouse model and NDIS), and as such the role of the Mental Health Support Worker position will need to be flexible and adaptable in their approach to each individual members' needs.

We work in a cohesive team environment where everyone supports each other to achieve our mission. Our work environment is positive, collegiate, vibrant, fluid and unique.

Our team is committed to creating a culture that reflects the following core values:

We have **Purpose** We value **Enjoyment** We are **Agile** We **Belong** We are a **Community**

### Position Duties:

#### Service Delivery: General

In line with Clubhouse International's Model of recovery oriented practice:

- Work in a generalist role to assist members to identify their goals, and provide individual support such as employment, education, housing, advocacy, and assistance to access external services.
- Facilitate personal recovery and wellbeing through the provision of supports to members consistent with their defined goals and aspirations.
- Facilitate the work of the unit, engaging members in all aspects of unit work with the aim of increasing members' self-esteem, concentration, stamina and social skills.
- Developing and maintain meaningful work opportunities in the unit for members.
- Assisting in the outreach program providing phone, email, mail, home and hospital visits.

- Presenting to community groups regarding mental illness and the Clubhouse model.
- Ensure that all member information is entered into the Member Database in a timely manner
- Meet all data entry, administrative and reporting requirements for NDIS and other funding bodies.
- Undertake relevant training and professional development, including regular supervision, appropriate to the primary work of the service.
- Provide support, training and absence coverage for members as part of the Transitional Employment Program.
- Participate in the Social Recreational Program both within the Clubhouse and in the community.

### **About You:**

To be considered for this role, you will need:

### **Must Have:**

- 1 Knowledge, understanding and/or lived experience of the impact of serious mental ill-health, recovery, well-being and capacity to work with people with multiple and/or complex support needs.
- 2 Knowledge of the NDIS, and how to navigate the support system including the ability to access a range of relevant community resources.
- 3 Demonstrated experience and skill in programs for people with a mental illness and ability to manage these programs in a way that ensures maximum consumer participation.
- 4 Highly developed communication, interpersonal and organisational skills.
- 5 Skills and experience in advocacy, collaboration, facilitation, evaluation and problem solving.
- 6 Possess a current open C-Class Drivers Licence valid in Queensland.
- 7 Sound IT competencies with Microsoft programs and Client Management Systems.
- 8 Hold or be eligible NDIS Workers Screening.

### **Desirable:**

- 9 An appropriate University degree
- 10 Interest in/knowledge of the Clubhouse model