

**POSITION DESCRIPTION - Youth Outreach Clinician****Expectations for Your Role**

<b>Position</b>	<b>Youth Outreach Clinician</b>
<b>Service / Program</b>	Mental Health and AOD Stream
<b>Industrial Instrument</b>	SACS - EACH Social and Community Service Employees Enterprise Agreement 2017
<b>Instrument Classification</b>	SACS Level 5
<b>Reports to</b>	Team Leader - AOD
<b>Effective Date</b>	June 2025

**Key Deliverables & Skills**

- Have a solid understanding of Alcohol and Other Drugs (AOD) frameworks and demonstrate a commitment to trauma-informed and harm-reduction approaches.
- Conducting outreach work, including providing counselling and brief interventions in community settings such as secondary schools.
- A flexible, youth-centred approach is required to support young people with issues such as substance use, mental health, and family conflict.
- Undertaking care and recovery coordination, requiring collaboration with a range of health and social services to ensure integrated and responsive support for clients.
- Contribute to recovery planning, service navigation, and ongoing client advocacy.
- Strong interpersonal skills, a non-judgemental attitude, and the ability to engage clients and stakeholders are critical.
- Adaptable, solution-focused, and open to feedback and professional development.
- Demonstrate strong personal and professional boundaries to maintain therapeutic integrity and support safe, ethical practice.
- A collaborative team player with cultural competence and an appreciation for lived experience in recovery is essential.
- accurate and timely documentation, program engagement and evaluation, and supporting clients to build on strengths, implement harm reduction strategies, and connect meaningfully with community resources.
- Manage ethically complex and crisis-driven situations while upholding EACH's policies on safety, confidentiality, and family violence.
- Proficiency in Microsoft Office and strong administrative skills are necessary for effective record-keeping and service delivery.

**Experience and Knowledge**

- Experience working within a large or complex organisation, demonstrating the ability to navigate structures, systems, and processes efficiently.
- Experience working with youth is essential, including knowledge of adolescent development, engagement strategies, and youth-specific risk factors.
- Possess an appreciation and understanding of the not-for-profit or health sector, with awareness of industry-specific needs, service delivery models, and relevant compliance requirements.



### **Qualification/Registrations/Licences (*Mandatory only*)**

- Degree level qualification (or higher) in Counselling.
- Minimum qualification AOD Skill Set, looked on favourably Certificate IV Youth work, Social Work, Psychology, advance dip in AOD, completed or completing competencies in dual diagnosis (for at least the first 6 months).
- First aid certificate and CPR competencies.
- Current state-based driver's license without limitations and with the ability to transport clients.

### **Physical Requirements**

- The ability to sit for extended periods and use office equipment effectively.
- capable of typing and performing administrative tasks, moving around the office to attend meetings, and lifting and carrying items up to 5 kg, such as laptops or office supplies.
- Strong visual and auditory abilities are essential to read documents and communicate effectively in person, over the phone, and via video.
- Able to travel for outreach purposes, requiring the ability to drive fleet vehicles and transport passengers as needed.



<b>POSITION DESCRIPTION - Employee</b>
<b>Part 2 – Expectations for Our Team</b>

At Each, we are committed to improving lives and strengthening communities through a range of health, disability, housing, counselling, and mental health services. With a dedicated team of over 1,500 employees and 250 volunteers, we aim to create a positive impact, empowering individuals to live healthier, happier lives.

Our vision is for everyone to live well, and we strive for a healthier, more equitable future through innovation, advocacy, and community engagement.

We care. We listen. We learn. We deliver. Altogether better care.

Expectation of Employees

Employees are expected to work collaboratively with team members and other Directorates, contributing to both individual and community outcomes. They must model Each’s values, ensuring an inclusive, safe, and engaging culture.

Employee Responsibilities

- Ensure quality, safety, and risk management to protect staff, customers, and the community.
- Collaborate with team members and stakeholders to achieve positive outcomes.
- Create a safe, respectful environment that fosters growth, learning, and wellbeing.
- Track progress and outcomes to meet Each’s goals and performance targets.
- Work within professional boundaries and program guidelines.
- Demonstrate leadership behaviours and serve as an ambassador of Each.

Quality

Employees must engage in continuous improvement, comply with legislation and accreditation standards, and maintain the necessary skills and knowledge for their role.

Safety & Wellbeing

All Each employees are responsible for their own health and safety, as well as that of others, in line with OH&S legislation and Each’s policies.

Child Safe Commitment

Each is dedicated to creating a child-safe environment, with zero tolerance for child abuse. Everyone is responsible for protecting and reporting any suspected child abuse, ensuring the safety and well-being of children involved with Each.

Inclusion and Diversity Commitment

Each is dedicated to an inclusive and diverse workplace where everyone is valued and respected. All staff are expected to promote inclusivity, embrace diversity, and foster a collaborative environment, ensuring a safe and supportive workplace for all.

Key Selection Criteria

Skills & Behaviours

- Adhere to Each’s Behavioural and Performance Standards.
- Strong communication and interpersonal skills for building relationships.
- Collaborative team player with a positive attitude.

Desirable Experience, Knowledge, and Qualifications

- Relevant tertiary qualifications.



- Proven collaborative teamwork skills.
- Understanding of the Not-For-Profit and Health sectors.

#### Mandatory Competencies/Licences

- Criminal History Check and Employee Working with Children Check (as required).
- National Worker Screening Check (if required for the role).
- Entitlement to work in Australia

#### Expected Behaviours for all Each Staff

- Act in accordance with Each's Code of Conduct, policies, and service principles.
- Respond to family violence risk in line with the MARAM Framework.
- Promote a safety-first culture and adhere to health and safety policies.
- Ensure Each Great Care is put through its PACES (Person-Centered, Accessible, Connected, Effective and Safe).
- Support a zero-tolerance stance on abuse, neglect, and discrimination.
- Foster an inclusive, collaborative work environment, prioritizing customer needs.
- Contribute to teamwork, innovation, and continuous improvement.
- Engage in continuous learning and complete all mandatory training on time.