



## JOB DESCRIPTION FORM

### Section 1 – POSITION IDENTIFICATION

		<b>Position No:</b>	601488
<b>Division:</b>	Goldfields	<b>Title:</b>	<b>Aboriginal Health Worker</b>
<b>Branch:</b>	Population Health	<b>Classification:</b>	LHMU Level 2
<b>Section:</b>	Community Health	<b>Award/Agreement</b>	WA Health – LHMU – Enrolled Nurses Assistants in Nursing Aboriginal and Ethnic Workers Industrial Agreement 2011

### Section 2 – POSITION RELATIONSHIPS

<b>Responsible To</b>	<b>Title:</b>	Coordinator Community Nursing
	<b>Classification:</b>	SRN Level 7
	<b>Position No:</b>	601396

#### OTHER POSITIONS REPORTING DIRECTLY TO THIS POSITION:

<u><b>Title</b></u>
Community Nurses
Aboriginal Health Workers

<b>Responsible To</b>	<b>Title:</b>	Community Nurse Manager
	<b>Classification:</b>	SRN Level 3
	<b>Position No:</b>	601310



<b>This position</b>	<b>Title:</b>	Aboriginal Health Worker
	<b>Classification:</b>	LHMU Level 2
	<b>Position No:</b>	601488



<b>Positions under direct supervision:</b>	<b>← Other positions under control:</b>				
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Position No.</td> <td style="width: 50%;">Title</td> </tr> </table>	Position No.	Title	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Category</td> <td style="width: 30%;">Number</td> </tr> </table>	Category	Number
Position No.	Title				
Category	Number				

### Section 3 – KEY RESPONSIBILITIES

Identify Aboriginal health needs, conducts Aboriginal Health programs and provides clinical and disease prevention / disease control services. Under the guidance of the Community Nurse Manager, plans, implements and evaluates programs that will address health issues within the Aboriginal population.

WA Country Health Service  
**GOLDFIELDS**

19 JUN 2012

**REGISTERED  
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The WA Country Health Service (WACHS) is the largest country health system in Australia and one of the biggest in the world, providing health services to approximately half a million people, including 45,000 Aboriginal people, over a vast two and a half million square kilometres area.

WA Country Health Service hospitals handle as many births as the State's major maternity hospital – and as many emergency presentations as Perth metropolitan hospitals combined. The range of health services provided cover population health, mental health, Indigenous health and aged care.

Our dedicated and committed staff work hard to fulfil our purpose *Working together for a healthier country WA*, to deliver health services that support the health and well-being of individuals and communities in rural and remote Western Australia.

**OUR PURPOSE**

Working together for a healthier country WA

**WHAT WE STAND FOR**

***A fair share for country health*** – securing a fair share of resources and being accountable for their use.

***Service delivery according to need*** – Improving access based on need and improving health outcomes.

***Closing the gap to improve Aboriginal health*** – Improving the health of Aboriginal people.

***Workforce stability and excellence*** – Building a skilled workforce and a supportive workplace.

**OUR VALUES**

***Community*** - country hospitality, where there is openness, generosity and cooperation. Building healthy and empowered communities and teams, being inclusive, working together, valuing each other and the difference we can all make. A 'can-do' attitude.

***Compassion*** - commitment to caring for others with consideration, appreciation, understanding, empathy, kindness and respect. Listening and being heard.

***Quality*** - always striving to provide the best possible care and service through questioning and review, high standards, innovation, creativity, learning and improving. All of us being part of the solution.

***Integrity*** - building trust based on openness, honesty, accountability and valuing and respecting others opinions and points of view. Demonstrating the values. Respectful communication and relationship building. Being mindful of the legacy we hand on to future staff and communities.

***Justice*** - achieving equity and fairness, showing cultural respect, valuing and embracing diversity and respecting confidentiality. Treating everyone equally. Speaking up when there is injustice. Transparency.

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#### Section 4 – STATEMENT OF DUTIES

The occupant of this position will demonstrate a commitment to the values of a health promoting health region.

Duty No.	Details	Freq.	%
1.	Assist with the identification of Aboriginal Health needs, the development, implementation and collation of programs.	R	
2.	Provide health promotion/education, disease prevention, disease control and rehabilitation services using a primary health care philosophy with a community development focus.	D	
3.	Actively and effectively encourage the client, family/community, to engage in practices conducive to optimising health.	D	
4.	Provide a cultural advocate service when required or assist the client, family/community to advocate on their own behalf as necessary.	R	
5.	Provide a language interpretation / translation service when required.	O	
6.	Provide a range of clinical skills and services in accordance with Department of Health policy / protocols.	R	
7.	Ensure effective written and verbal communication.	D	
8.	Develop and implement a system of self management which reflects an awareness of issues/problems and facilitates the efficient and effective discharge of duties.	D	
9.	Actively participate as a member of the health care team.	D	
10.	Participates in the performance management of self and other staff.	R	
11.	Perform other duties as required by the Community Nurse Manager or delegate, within the limits of the employee's skills, competence and training.	O	
12.	Works within governing legislation and WACHS Goldfields region policies and procedures.	D	
	The occupant of this position will be expected to comply with and demonstrate a positive commitment to the highest achievement level in Equal Employment Opportunity, Occupational Safety & Health, Public Sector Standards, Code of Conduct, Code of Ethics, Quality Improvement, Performance Management, Customer Focus, Disability Services Act and Confidentiality throughout the course		

of their duties  
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**Section 5 – SELECTION CRITERIA**

**ESSENTIAL**

1. Pursuant of Section 50(d) of the Equal Employment Act, 1984, the occupant of this position must be of Aboriginal descent.
2. Advanced Certificate in Aboriginal Health Work, or accredited alternative qualification with experience working in area.
3. Effective written and verbal communication skills.
4. Ability to effectively and efficiently plan and organise own workload.
5. Ability to work as a member of a multi-disciplinary team.
6. Current C Class Drivers Licence.

**DESIRABLE**

1. Basic computer literacy.
2. Ability to travel and work independently within associated work area.
3. Men's/Women's health experience.
4. Knowledge and awareness of Occupational Safety and Health and Equal Employment Opportunity principles and practices.

**Section 6 – APPOINTMENT FACTORS**

<b>Location</b>	Kalgoorlie	<b>Accommodation</b>	As determined by the WA Country Health Service Policy
<b>Allowances/ Appointment Conditions</b>	Appointment is subject to: <ul style="list-style-type: none"> <li>• Aboriginality in accordance with Equal Opportunity Act 50(d).</li> <li>• Completion of a 100 point identification check</li> <li>• Successful Criminal Record Screening clearance</li> <li>• Evidence of current Working With Children Check</li> <li>• Successful Pre- Placement Health Screening clearance</li> <li>• Current C Class drivers licence</li> </ul> Allowances <ul style="list-style-type: none"> <li>• District Allowance as applicable</li> </ul>		
<b>Specialised equipment operated</b>			

**Section 7 – CERTIFICATION**

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

Signature and Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
**Director of Population Health**

Signature and Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
**Regional Director**

As occupant of the position I have noted the statement of duties, responsibilities and other requirements as detailed in this document.

Name	Signature	Date Appointed	Date Signed

