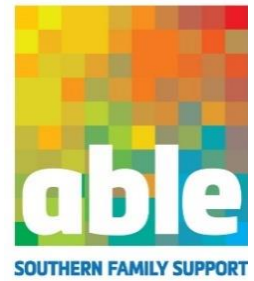


Able Charitable Trust (Southern Family Support)



FAMILY SUPPORT FIELD WORKER REQUIRED

Based in Dunedin and covering the greater Dunedin area.

FULL TIME (37.5 of Hrs/wk) PERMANENT POSITION:

We currently have a vacancy for a skilled, enthusiastic Family Support Fieldworker to join Able's regional service.

The position would suit someone who has:

- Experience in working with families, **especially children and youth**, in mental illness and addiction; including goal setting, problem solving, supporting, networking and advocacy for families.
- Experience working with the Mental Health Sector including building collaborative relationships with other mental health service providers and health professionals.
- An ability to develop and maintain functional networks within the Community.
- Well-developed communication skills and the ability to liaise with a wide range of service users from all sectors of society.

An Allied Health qualification such as Mental Health Support Worker Diploma or Certificate, Social Worker or other related Health/Social Service Qualification including 2 years post-graduate experience is required for this role.

Able Southern Family Support is a community based, non-profit organisation serving the greater Otago and Southland region with offices based in Invercargill, Dunedin, Oamaru and Alexandra. We embrace **A Better Life Experience** for those affected by mental illness, addiction and/or disability and their family/whānau.

To apply fill in the application form a

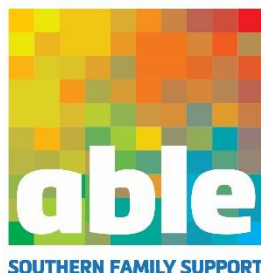
www.able.org.nz/about-us

All applications must include an application form, a letter of introduction and current CV

Applications close Friday 23 October 2020

Find out more about us

www.able.org.nz



Able Charitable Trust (Southern Family Support)

Job Title: Family Support Fieldworker

Geographical Region:

Reports to: Manager Family Whānau Services

Internal Relationship: All Able staff, volunteers and Able Trust Board

External Relationship: Family and Whānau , Mental Health Services, Future Directions Network, Network Leadership Group, Network Representative Group, SADMG Group, Tangata Whenua and Family Advisor.

Outlined in this Job Description is:

1. Purpose of Position	2
2. Main Objectives.....	2
3. Key Performance Indicators.....	3
4. Skills, Qualifications, Core Competencies and Personal Specifications	5
5. Health and Safety	5
6. Declaration	6

1. Purpose of Position

The purpose of the Family Support Fieldworker position is to;

- To deliver purposeful, focused, and timely provision of the contract determined family support services:
 - In accordance with the requirements, objectives and outcomes of the specific service contracts and the Able Strategic/Business Plan.
 - To a standard of quality and outcome that affords each service user a better life experience through providing information, education, advocacy and the most appropriate individual support.
- It is expected that Family Support Fieldworkers will support, enable, empower and inform families/whānau /carers so they can learn to self-advocate, problem solve and plan strategies for helping their family member with a mental illness or addiction and coping with the impact of that mental illness or addiction on themselves and their family.

2. Main Objectives

The main objectives of Family Support Fieldworker include the following:

- Referrals
- First Meetings
- Ongoing Support
- Advocacy for family/whānau
- Networking
- Cultural Relationships and Protocols
- Reporting
- Training and Development
- Flexibility

3. Key Performance Indicators

Objectives	Performance Standard
Referrals	<p>Incoming referrals – where appropriate contact with the family/whānau will be made within 24 hours of receiving the referral</p> <p>Outgoing referrals – all referrals to other organisations/agencies are made in consultation with the Manager Family Whānau Services</p>
First Meeting	<p>Provide a relevant information package based on whether it is mental health, addiction or peer group support required.</p> <p>Assist the service user to develop individualised plans and strategies so they can</p> <ul style="list-style-type: none"> a) help their family member with a mental illness or addiction, b) cope with the impact of the mental illness or addiction on themselves and their family, c) help their children understand and talk.
Ongoing Support	<p>Meet regularly with service users by appointment, and take every opportunity to input into the service user so they can fulfil the details of their individualised plan and move closer to achieving their goals.</p> <p>Record all education, information, advocacy and support offered that enables the service user to achieve their goals on Recordbase CMS.</p> <p>Regularly monitor, evaluate, and assess service user progress against the individualised plan and in light of the stated goals. Modify the plan as needed.</p> <p>Encourage empowerment of Family Support service users by linking families through peers support networks and groups.</p>

	Assist the service user to develop strategies for problem solving and self-advocacy skills.
Advocacy for family/whānau	Attends meetings when requested by family/whānau to assist them in advocating effectively for the outcome they require. Assists and empowers family/whānau with the right knowledge to advocate effectively for themselves.
Networking	Regularly attend and participate in appropriate meetings, forums, and networks for ongoing promotion of the service eg. MHAW; community presentations etc
Cultural Relationships and Protocols	Understand the cultural practices and needs of the service user in relation to their ethnic group and including the Treaty of Waitangi's aims and objectives.
Reporting	Keep up-to-date and accurate records in Recordbase Client Management System to ensure Monthly Performance Monitoring Statistical data can be retrieved to meet reporting and accountability requirements of funder. Accurate and timely reporting of all networking and training is recorded in Recordbase Account Management in accordance with Able's policies and processes.
Training and Development	Attend courses as agreed to with Manager Family Whānau Services and General Manager
Flexibility	Assist as and when needed to ensure the effective running of the Family Support Service according to the requirements of the service contract and Able's Strategic and Business Plans.
Other	Develop and maintain professional working relationship with all Able staff, clients and visitors to the Able buildings. Maintain strict confidentiality at all times with regard to anything seen or heard while on the Able site.

4. Skills, Qualifications, Core Competencies and Personal Specifications

The Family Support Fieldworker will have:

- Mental health or health related qualification, or be committed to working towards one.
- Personal skills and knowledge of a lived experience supporting a loved one with a mental illness or addiction is an advantage.
- The role requires an understanding of, and proven skills in: oral and written communication; building and sustaining effective relationship, both internal and external; planning, implementing and evaluating individualised plans; thinking critically and creatively; developing self-advocacy skills; problem solving; developing coping strategies; and to promote empowerment.
- The ability to work as a supportive team member is also vital to the role
- A sound working knowledge of Microsoft products/applications is also valuable to the Family Support Fieldworkers role.

5. Health and Safety

Support Able to meet legislative responsibilities to provide a healthy and safe working environment

- Work in a manner to ensure the safety of everyone on site.
- Record/report incidents, hazards, accidents and near misses.
- Keep your work space tidy and free from clutter.

6. Declaration

By signing this I am agreeing that I have read and fully understand the job description for *Family Support Fieldworker*. I further understand that I am responsible for the satisfactory execution of the essential functions described therein under any and all conditions as described.

Employee Name _____

Employee Signature _____

Date _____