

Support Worker

Lotus Place North Queensland



Who we are

Micah Projects is a community based, not-for-profit organisation with a vision to create justice and respond to injustice at the personal, social, and structural levels in church, government, business, and society.

Micah Projects subscribes to the principle of non-discrimination that seeks to guarantee that human rights are exercised without discrimination of any kind based on race, colour, sex, language, religion, political or other opinion, national or social origin, property, birth, or other status such as disability, age, marital and family status, sexual orientation and gender identity, health status, place of residence, economic and social situation.

We believe that every adult and child has the right to a home, an income, healthcare, education, safety, dignity, and connection with their community of choice.

Work Health and Safety

Everyone has a right to feel safe at work, and Micah Projects is committed to minimising the risk to any staff member, student, volunteer, contractor, consultant, and Board Member within the organisation. We work collectively to comply with the *Work Health and Safety Act 2011*.

What we do

Micah Projects works to break down barriers that exclude people from housing, healthcare, employment, and meaningful connections, and to give people a voice.

We support individuals and families including children to resolve crisis, break social isolation, have a home, access health and community services, and build a community.

We provide a range of support and advocacy services to individuals and families according to their needs. We ensure the immediate needs of participants are met in a supportive, informed, safe, and respectful manner.

Equal Opportunity

Micah Projects is an equal opportunity employer and promotes access to employment to individuals from a diverse range of social and cultural groups. We acknowledge the First Peoples of Australia as the traditional owners of this land and support their right to self-determination and cultural expression. We recognise that Brisbane is a diverse community and acknowledge the needs of individuals, families and communities relating to age, gender, disability, sexuality, and economic status.

Working together

It is important to Micah Projects that people feel welcome, have choices, and do not experience discrimination when working with Micah Projects.

It is our aim to work with participants, each other, and our partners to respectfully share knowledge, ideas, resources, and skills in order to improve the service for the people we support, and the people who work as part of Micah Projects.

Child Safe and Vulnerable Adult Safeguarding

Children and young people are entitled to live in a caring and nurturing environment and to be protected from harm and exploitation. Micah Projects is a child-safe and child-friendly organisation that prioritises the safety and wellbeing of children and young people. We actively provide guidance for management, staff, and others in identifying and responding to concerns about the abuse or neglect of a child or young person in contact with the organisation.

We extend these principles to create safe services for all participants we work with.

Micah Projects commitment to vulnerable and marginalised populations

Micah Projects Vision and Mission articulate our commitment to actively engaged with people who are marginalised, vulnerable and in many situations present with challenging behaviour.

Working in Micah Projects you are expected to proactively support this vision and mission whilst balancing the needs of staff to work in a supportive and safe environment.

To do this we actively work together to ensure that staff have the skills and knowledge to understand that many people who access our services do not have the ability to always regulate their emotions. This often occurs when they are frustrated, do not understand what options they have, and are impacted on by substance use or alcohol. The consequences result in staff being exposed to in appropriate and challenging situations which we are committed to providing training and support to problem solve and ensure services can be maintained.

Micah Projects actively wants to adapt a shared responsibility approach for creating a resilient culture whilst providing services to our most vulnerable participants. This requires self-awareness and a proactive approach within our organisational systems. We support staff in understanding the approach and context in which we work. We encourage staff to communicate their needs within this environment and a willingness to engage in problem solving strategies whilst providing support to participants.

Micah Projects provides outreach service in the community, centre-based services and services via phone. Our goal is to always disarm people with courtesy, respect and clear communication recognising that we may not always get it right and will learn from our participants when necessary. We recognise that many participants of Micah Projects have long histories of trauma from childhood and as adults. Whilst this is not an excuse for behaviours that are threatening to others, it is also an opportunity for participants to learn alternative ways of meeting their needs. This is how we implement a trauma informed and sensitive approach to our work.

We are committed to providing a culture of wellbeing and safety for our staff. Employees can access support and guidance internally and externally, as outlined in our Wellbeing Guide.

Position Overview

Position Title

Support Worker

Team

Lotus Place – North Queensland

Reports to

North Queensland Coordinator

Line Manages

N/A

Employment Status

Part Time

Hours of Work (per week)

30.4

Classification/Award

SCHADS level 3/4 – depending on qualifications and/or experience

Talkin

North Queensland Coordinator

Based at

Townsville

Backup when absent?

North Queensland Coordinator

Lotus Place

Lotus Place provides integrated peer support, advocacy, counselling and other support services to people who have experienced abuse in an institutional setting including out-of-home care. The Townsville office provides outreach support to Ayr, Charters Towers and Cairns.

Lotus Place provides:

- A safe place,
- A place for reliable connections to others where shared experiences of childhood, and the consequences of this, are respected,
- A gateway to government and community services, and
- Information, advice, and referral.

Lotus Place focuses on helping each person to fulfill their potential and to access justice and healing from the effects of childhood abuse.

Position Description

As a Support Worker, you will...

work as part of the Lotus team to provide person-centred support and advocacy within the scope of Lotus Place services and in accordance with the values of Micah Projects.

Stakeholder Engagement

This position as part of a team engages with the following organisations:

- Government services and statutory bodies
- Community services and local referral networks

Collaboration within the Cluster and across Micah Projects Clusters and initiatives may include:

- Lotus Place - Central and Southeast Queensland

Key Responsibilities

Service Delivery

- Promote a culture of respect, safety, and trauma informed approaches.
- Provide support to participants under the guidance and direction of the NQ Coordinator including:
 - Provision of information about the availability of community and government services,
 - Warm referrals to appropriate services and support to access and navigate these services,
 - Engagement with stakeholders and the establishment of effective working relationships and networks beneficial to participants,
 - Participation in team facilitation of peer support and activity groups, including outreach peer support groups as directed,
 - Provision of direct support to participants with respect to issues impacting on their lives, choices, and wellbeing.
- Assist Team Leaders to undertake administrative, practice and quality requirements in Micah Projects systems.
- Commitment and contribution to a safe workplace as per the Work Health and Safety Act 2011, including compliance around any biological hazards such as body fluids, bacteria, and infectious disease, manual lifting techniques.
- Perform other relevant duties as assigned.

Collaborative practice

- Work as a collaborative member of the multidisciplinary team, reflecting the values of the organisation.
- Work as an inclusive member of the team, providing appropriate mentoring and guidance as required.

- Demonstrate a high level of teamwork, support, engagement, and communication.

Professional practice

- Participate in all supervision and professional development as requested and to provide input into individual professional development plans.
- Provide high level professionalism, sensitivity, and responsiveness to the needs of internal and external people/partners.
- Accountable and responsible for making sure that organizational data and records are accurate, complete, and consistent, and used in accordance with policies and procedures and agreed upon evaluation processes.

Criteria and Conditions

Criminal History Screening

- National Police Certificate Blue Card
 Yellow Card APHRA Registration

Driver's License

- Essential Desirable

Travel

- Essential Desirable

Assets Provided

- Work Computer Work Phone
 Pool Vehicle Packaged Vehicle

Essential

- A demonstrated understanding, or willingness to engage in appropriate training and skills development, of trauma informed practices and the impact of childhood abuse experiences.
- Current First Aid certificate, or the ability to acquire this.
- Ability to undertake limited travel as required for induction, training, or other organisational and service obligations.
- Evidence of effectiveness of communication style, written and verbal skills, and IT competencies (including Microsoft Office and other IT systems)
- Demonstrated commitment to culturally safe work practices and equity
- A positive attitude, and the ability to work flexibly, adaptively, and proactively in a team environment with direction and autonomously within program guidelines with a commitment to the values and principles of Micah Projects to meet community needs.

Desirable

- Relevant tertiary qualifications and/or experience and expertise in the community services sector

General Conditions

- All employees are to practice the values of Micah Projects as outlined in the Code of Conduct.
- Appointment to this position will be subject to a criminal history check as outlined in the organisational Criminal History Screening Policy. All employees are required to cover the cost of this.
- All employees are to have valid working rights in Australia.
- All employees must utilise Micah Projects systems to facilitate the quality of the organisation's work and services. This includes, but is not limited to, Microsoft Office suite, Quality, Human Resource, Finance, Data, and Case Management Systems.
- Employment in this position is subject to continued funding.
- Employment may involve work or training outside of normal business hours.
- All employees will comply with Workplace Health and Safety legislation as outlined in organisational policy and procedures.
- All employees are required to engage in support and coaching through the organisational performance development system.

Acknowledgement

I have read this Position Description and understand the requirements and responsibilities of this position as part of my employment with Micah Projects

Employees Name _____

Signed _____ **Date** _____

Document History**Version Number** 02**Original Date** June 2023**Revised Date** February 2024