



Royal Queensland Bush Children's Health Scheme

A nonprofit organisation supporting regional children and families for over 75 years

POSITION DESCRIPTION

FAMILY HEALTH SUPPORT WORKER / AO – MOUNT ISA

1. LOCATION

Mt Isa is a city, population around 20 000, set on the Leichhardt River, approximately 1,867km North-West of Brisbane. Mt Isa has one of the world's largest silver and lead mines, in addition to major copper and zinc mines.

Bush Children's Place is located on the eastern side of the city, approximately 3km from the Post Office at 84 Marian Street. The service operates from a new purpose built building, which opened in 1996. There is ample room for therapy programs and the complex allows for parking.

The team in the centre comprises a psychologist, speech pathologist, occupational therapist and family health support worker who provides administrative support to the centre team.

The centre offers:

- Assessment and therapy programs in each discipline area
- Parent Skills programs
- Family based programs

The position is primarily based at the Centre with visits to schools, daycare centers and outlying communities according to local needs.

2. ORGANISATIONAL STRUCTURE

The Family Health Support Worker/AO is responsible directly to the Mentor/Supervisor in matters relating to the provision of client services and programs. In other general administration and organisation issues relating to the Centre, directions are taken from the Service Delivery Manager. *Instruction is given by the therapists with regard to individual clients but reporting and direction is given by the Mentor/Supervisor or Service Delivery Manager, as applicable.*

3. ROLE STATEMENT

The Family Health Support Worker/AO is responsible for all the administrative support processes undertaken at the Centre and is also responsible for the provision of a range of services to families to facilitate optimum development and wellbeing.

Each centre offer:-

- Parent Skills programs
- Family based programs
- Information group programs for both children and parents
- Social Skills programs for children
- Outreach programs to nearby communities (where applicable)
- Home visits on an "as needs" basis



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The position encompasses the following roles

- Individual and group program development and presentation at the centre, appropriate venue or the home.
- Support and modeling within the home for parents and children in the implementation of the team developed psychology, speech pathology and occupational therapy programs.
- Consultation with parents, teachers, guidance officers, agencies, peers, other professionals and community members as required.
- Identification and monitoring of needs specific to rural and remote children and their families in collaboration with the team and Mentor/Supervisor.

4. RESPONSIBILITIES

- Maintain a personal presentation, code of conduct and ethics in keeping with the mission, general aims, philosophy, policies and standards established and adopted by the Royal Queensland Bush Children's Health Scheme and its Code of Ethics.
- Record and provide accurate Client Service data as required.
- Undertake required administrative tasks involved with the operation of the Centre.
- With the support of team members, implement and support the home or school environment programs currently available or developed by the team, to ensure that skills are attained by children and parents.
- Provide consultative and resource services to teachers, parents, agencies and others as required.
- Undertake such travel as is required to provide a quality service to children and families in rural areas.
- Participate in team decision making attending clinical and program meetings to discuss client programs, progress and planning.
- Maintain and care for equipment and resources provided.

5. SELECTION CRITERIA

- A qualification or practical experience in child health or educational development and/or family wellbeing and support.
- Experience in presenting information and skills based group presentations to parents and carers.
- Demonstrated skills in communication, liaison and consultation with children and adults, other relevant agencies and health professionals.



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- Demonstrated ability to work co-operatively in a multi-professional team with a strong commitment to contribute to team goals and decisions.
- Moderate administrative and computer skills.

Applications should be forwarded to:

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Email applications accepted to carlton@bushkids.org.au