



HETI

HEALTH EDUCATION & TRAINING INSTITUTE POSITION DESCRIPTION

Reference Number :	142023		
Recruitment Type	General Recruitment		
Position Number :			
Position Title :	Aboriginal Health Educator (AMIHS)		
Cost Centre :	Cost Centre	Code	%
	Rural AMIHS Tsu	128913	100
Organisation unit :	Health Education and Training Institute		
Location :	Kempsey		
	Orange		
	Taree		
	Negotiable		
Facility :	Health Education and Training Institute		
Award Classification :	Aboriginal Health Education Officers Determination-Aboriginal Health Educ Off Grad		
Registration/ Licence Requirements :	Not Applicable		
Vaccination Category :	B		
Employment Screening Check			
National Criminal Record Check :	Yes		
Working With Children Background Check :	No		
Working With Aged Care Check :	No		
Responsible To :	Manager for the Training and Support Unit for Aboriginal Mothers, Babies and Children		
Responsible For :	<p>The TSU has been established to provide high quality education and support to Aboriginal Maternal and Infant Health Services (AMIHS) and Building Strong Foundations (BSF) Program initiatives and Mental Health Drug and Alcohol staff employed as part of the National Partnership Agreement - Indigenous Early Childhood Development, Element 2 (NPA – IECD) enhancement funding for AMIHS, across NSW, so that staff have the appropriate knowledge and skills to provide sustainable, culturally appropriate maternity and child health care to Aboriginal mothers, babies and children.</p> <p>Through the strengthening of workforce capacity, the TSU contributes to closing the gap in health outcomes between Aboriginal and non-Aboriginal mothers, babies and children.</p> <p>The Aboriginal Health Educator must be able to work in a self directed framework whilst maintaining the ability to work as part of a multidisciplinary, virtual team. Participation in Team Meetings is a compulsory requirement of the position.</p> <p>As a clinical leader, this position will be the primary resource for current information relating to Aboriginal history and contemporary family and community connections and inter relationships. This position will play a key role in networking and communicating with staff working in AMIHS, BSF, NPA-IECD MH and D&A positions and other maternity services, child and family health services, child and adolescent mental health services, Aboriginal medical services, Aboriginal Community Controlled Health Services (ACCHS), other health service providers and educational institutions.</p> <p>This position will be an advocate for the cultural needs of Aboriginal families and</p>		

	<p>promote the implementation of the AMIHS principles and values of cultural respect, social justice, participation, equality, access, learning and collaboration.</p>
Purpose Of Position :	<p>The Aboriginal Health Educator, will work with other members of the TSU Team to develop and delivery culturally appropriate health education, training and support to staff working in AMIHS, BSF, NPA-IECD, Element 2 mental health and drug and alcohol initiative and staff working in other programs that work in close partnership with these services. This position will be the primary Team reference on issues relating to Aboriginal history and contemporary family and community connections and inter relationships. This position will advocate for the rights and responsibilities of Aboriginal women and protect the cultural importance of 'women's business'. A key part of this role is to lead the development of culturally appropriate education and support relating to pre-pregnancy, antenatal and postnatal, and child and family health care of Aboriginal women, babies and children. This role is the conduit between clinical academic knowledge and Aboriginal culture. This role will provide the cultural context that is essential for the successful delivery of education and information.</p> <p>PRIMARY OBJECTIVES</p> <ul style="list-style-type: none"> • Ability to engage with all staff working in the AMIHS, BSF, NPA-IECD, Element 2 mental health and drug and alcohol initiative, and other maternity and, child and family health staff who work with Aboriginal families • To encourage and deliver knowledge of the culturally appropriate needs of Aboriginal people to health professionals and health services • To be a resource for the development of education and training programs for the TSU • Actively advocate for Aboriginal women, developing networks with key stake holders; other education providers and non-government organisations (NGOs) • Identify educational and professional development needs of health staff and, in conjunction with the TSU Team, prioritise and develop appropriate resources • Actively participate in the promotion of the TSU, AMIHS and BSF • Work collaboratively as part of a multidisciplinary team to improve the health outcomes of Aboriginal women, infants and children • Take a lead role in community development education ensuring cultural appropriateness and outcome measures are included • Represent the TSU at relevant meetings and forums • Commitment to ongoing professional development that ensures contemporary knowledge of the health issues and NSW Department of Health Policy relating to Aboriginal women, babies and children • Advocate for the rights and responsibility of Aboriginal women pre pregnancy, antenatally and postnatally to support holistic and culturally appropriate care • Support the cultural significance of 'women's business' and woman caring for women • Advocate for the rights and responsibility of Aboriginal babies and children • Promote clinical supervision and peer review by working with other members of the TSU Team to provide a framework for this professional development to be completed by relevant staff • Work in close collaboration with the TSU Team to develop education and resources that support staff to initiate and sustain community development with measurable outcomes
Key Accountabilities :	<ul style="list-style-type: none"> • A formal professional performance assessment will be conducted three months following commencement and at least annually there after • Maintenance of a professional portfolio and commitment to learning and development through the utilisation of evidence based practice and research • Participation in Peer Review Processes and Clinical Supervision • Contributes to the TSU achieving its objective to improve the health outcomes of Aboriginal women, babies and children
Challenges/Problem Solving :	<ul style="list-style-type: none"> • Developing and maintaining effective working relationships with the key stakeholders in Aboriginal health, child and family health and maternity services • Managing a project over a large geographical area and providing consistent support to sites across the state • Working in a changing environment and developing appropriate flexibility whilst achieving key performance indicators • Promoting a primary health care framework inclusive of the AMIHS/BSF principles and values of cultural respect, social justice, participation, equality, access, learning and collaboration • Achieving project deadlines and milestones to the required standards and

	<p>targets and within budget</p> <ul style="list-style-type: none"> • Exercising judgement in representing the views and interests of NSW Health at local and state committees and forums • Keeping pace with current best practice/expert consensus on midwifery practice and other factors such as legislation, policy and funding initiatives impacting on the program • Working as part of a virtual team - developing and maintaining effective communication links that support autonomy and team collaboration
Communication :	<p>The Aboriginal Health Educator will be required to establish and maintain effective working relationships with a range of internal and external stakeholders at a local and state level.</p> <p>Key internal contacts include:</p> <ul style="list-style-type: none"> • Manager Training and Support Unit • TSU Team • Clinical Champion in each AHS • AMIHS/BSF Staff and other relevant staff • Managers of AMIHS Staff • Rural and Remote Portfolio <p>Key external contacts include:</p> <ul style="list-style-type: none"> • Other educational institutions • Aboriginal Community Controlled Services/Organisations • Non-Government organisations
Decision Making :	<p>The Aboriginal Health Educator is responsible for their own practice within the definitions of their current professional registration (as applicable) and will comply with relevant legislation, standards, code of practice, code of conduct and competencies. Close consultation with the Manager for the TSU should be maintained at all times.</p> <p>Decisions that can be made by the position holder include:</p> <ul style="list-style-type: none"> • Day-to-day decisions relating to work priorities and workload management • Facilitation of consultations with stakeholders to develop and implement projects <p>Decisions that are referred to the (Manager of TSU) include:</p> <ul style="list-style-type: none"> • Approval for program expenditure • Media releases and promotions • Issues that are controversial or sensitive or may have political or industrial ramifications • Proposals for substantial changes to clinical education and training policy and practice and significant variations to programs or projects managed • Prioritisation of program delivery • Travel
	<p>Selection Criteria</p> <ul style="list-style-type: none"> • A person of Australian Aboriginal or Torres Strait Islander descent, with written supporting documentation from an incorporated Aboriginal organisation (being Aboriginal or Torres Strait Islander descent is a genuine occupational qualification for this position and is authorised under Section 14 (d) of the Anti-Discrimination Act 1977) • Relevant tertiary qualifications in Aboriginal health, health promotion or nursing (minimum 3 year full time degree) or other qualifications and a experience in maternity or child and family health; a minimum of three years relevant, recent experience is required • Demonstrated knowledge and understanding of the issues relating to Aboriginal

Selection Criteria :	maternity and or, child and family health care and how to promote access to services for Aboriginal people and a current drivers licence
	• Demonstrated understanding of and experience in working effectively with Aboriginal communities/organisations in a culturally appropriate way and a sound understanding of “women’s business”
	• Demonstrated understanding of the application of the principles of primary health care and experience or understanding of the challenges of rural and remote health provision
	• Demonstrated ability to advocate for Aboriginal women and their families in a proactive, collaborative way within a multidisciplinary health team
	• Demonstrated high level of communication skills - verbal, written, information technology – computer competence and familiarity with Word and PowerPoint
	• Demonstrated ability to work in a self directed framework, in collaboration with a multidisciplinary team, manage flexible working hours (including extensive travel in NSW) and resolving work conflict
Staffing :	N/A
Budget :	N/A
Financial Delegation:	N/A

JOB DEMANDS CHECKLIST

Physical Demands	
	Frequency
Sitting - remaining in a seated position to perform tasks	Constant
Standing - remaining standing without moving about to perform tasks	Occasional
Walking - Floor type: even / uneven / slippery, indoors / outdoors, slopes	Frequent
Running - Floor type: even / uneven / slippery, indoors / outdoors, slopes	Not Applicable
Bend/ Lean Forward from Waist - Forward bending from the waist to perform tasks	Occasional
Trunk Twisting - Turning from the waist while sitting or standing to perform tasks	Occasional
Kneeling - remaining in a kneeling posture to perform tasks	Occasional
Squatting / Crouching - Adopting a squatting or crouching posture to perform tasks	Occasional
Leg / Foot Movement - Use of leg and / or foot to operate machinery	Occasional
Climbing (stairs/ ladders) - Ascend / descend stairs, ladders, steps	Occasional
Lifting / Carrying - Light lifting & carrying: 0 - 9 kg	Occasional
Lifting / Carrying - Moderate lifting & carrying: 10 - 15 kg	Occasional
Lifting / Carrying - Heavy lifting & carrying: 16kg & above	Not Applicable
Reaching - Arms fully extended forward or raised above shoulder	Occasional
Pushing / Pulling / Restraining - Using force to hold / restrain or move objects toward or away from the body	Occasional
Head / Neck Postures - Holding head in a position other than neutral (facing forward)	Not Applicable
Hand & Arm Movements - Repetitive movements of hands and arms	Constant
Grasping / Fine Manipulation - Gripping, holding, clasping with fingers or hands	Constant
Work At Heights - Using ladders, footstools, scaffolding, or other objects to perform work	Not Applicable
Driving - Operating any motor powered vehicle	Frequent
Sensory Demands	
	Frequency
Sight - Use of sight is an integral part of work performance e.g. Viewing of X-Rays, computer screens	Constant
Hearing - Use of hearing is an integral part of work performance e.g. Telephone enquiries	Constant
Smell - Use of smell is an integral part of work performance e.g. Working with chemicals	Not Applicable
Taste - Use of taste is an integral part of work performance e.g. Food preparation	Not Applicable
Touch - Use of touch is an integral part of work performance	Constant
Psychosocial Demands	
	Frequency
Distressed People - e.g. Emergency or grief situations	Occasional
Aggressive & Uncooperative People - e.g. drug / alcohol, dementia, mental illness	Occasional
Unpredictable People - e.g. Dementia, mental illness, head injuries	Occasional
Restraining - involvement in physical containment of patients / clients	Not Applicable
Exposure to Distressing Situations - e.g. Child abuse, viewing dead / mutilated bodies	Occasional
Environmental Demands	
	Frequency
Dust - Exposure to atmospheric dust	Not Applicable
Gases - Working with explosive or flammable gases requiring precautionary measures	Not Applicable
Fumes - Exposure to noxious or toxic fumes	Not Applicable

Liquids - Working with corrosive, toxic or poisonous liquids or chemicals requiring PPE	Not Applicable
Hazardous substances - e.g. Dry chemicals, glues	Not Applicable
Noise - Environmental / background noise necessitates people raise their voice to be heard	Not Applicable
Inadequate Lighting - Risk of trips, falls or eyestrain	Occasional
Sunlight - Risk of sunburn exists from spending more than 10 minutes per day in sunlight	Occasional
Extreme Temperatures - Environmental temperatures are less than 15C or more than 35C	Not Applicable
Confined Spaces - areas where only one egress (escape route) exists	Not Applicable
Slippery or Uneven Surfaces - Greasy or wet floor surfaces, ramps, uneven ground	Occasional
Inadequate Housekeeping - Obstructions to walkways and work areas cause trips and falls	Occasional
Working At Heights - Ladders / stepladders / scaffolding are required to perform tasks	Not Applicable
Biological Hazards - e.g. exposure to body fluids, bacteria, infectious diseases	Occasional

As the incumbent of this position, I confirm I have read the Position Description and Job Demands Checklist, understand its content and agree to work in accordance with the requirements of the position.

Employee Name: _____

Employee Signature _____ Date: _____

Manager's Name: _____

Manager's Signature _____ Date: _____