



Recruitment Information Package

Assisting you in your
application to join our
team

www.ireach.org.au

08 8531 1303

Our Vision.

"Healthy and resilient people and communities"

Our Values.

iinclusivity & diversity

Rrespect & compassion

Eempowerment

innovAtion

Cconnection

Hhope

Vacancy Information:

Position: *Aboriginal Youth Worker*

Salary: *Remuneration will be negotiated depending on skills, experience & qualifications. Additionally, you will be offered a range of outstanding benefits including generous salary packaging options, five weeks Annual Leave, and a flexible and supportive working environment*

Status: *0.6 FTE*

Closing Date: *Wednesday 30th July 2025*

iREACH Rural Health (formerly Murray Mallee GP Network) provides health services in regional South Australia. Our team is continuing to grow, and this exciting opportunity will allow the right candidate to make a difference in our communities

To learn more about our organisation, visit: www.ireach.org.au/About-Us

About the role:

An exciting opportunity has arisen within our growing organisation.

- To work within the headspace Murray Bridge team to promote headspace services in the community
- The key purpose of this role is to support Aboriginal clients and their families
- To coordinate community awareness raising activities in the region and reduce stigma around mental health issues for young people.
- This position will also foster youth engagement with headspace and seek community feedback around service needs.

About You:

- This position is focused on promoting services, providing support, and fostering engagement with young Aboriginal individuals, with a particular emphasis on supporting young men. For this reason, we are exclusively accepting applications from individuals who identify as male and Aboriginal.
- Ability to work independently and demonstrated capacity to maintain confidentiality
- Quick thinker and thrive on multi-tasking
- Be enthusiastic and motivated with a positive outlook
- Opportunity to work with a holistic team
- Department of Human Services Working with Children Check Screening check – or be willing to obtain

What's in it for you?

- A flexible and supportive working environment
- A competitive salary in recognition of your qualifications and experience
- Not-for-profit salary packaging
- Inclusive and supportive environment
- Modern and welcoming office spaces
- 5 weeks of annual leave
- Regular training opportunities for all staff
- Employee Assistance Program
- Flu vaccinations offered
- Birthday Leave – a paid day off to celebrate

Applications close of business Wednesday 30th July 2025

- Job description and advice on how to apply can be obtained on our website:
www.headspace.org.au/murraybridge

“Healthy and resilient people and communities”



- Copy of your resume, and an application addressing the job and person specifications, should be forwarded with the names of two current referees, to Centre Manager Rachel Faulkner via email rachelf@ireach.com.au

For more information, contact Rachel on 8531 2122

We are an equal-opportunity employer and value each person's uniqueness. We embrace diversity and welcome applications from people of all backgrounds and communities, including Aboriginal and Torres Strait Islander people of all ages, genders, ethnicities, religions, cultures, sexual orientations, people with lived experience and people with disabilities.

This information package contains information about the iREACH Rural Health Inc, and guidelines on submitting your application.

You will find within this information package:

- ☐ ***An overview of the iREACH Rural Health Inc***
- ☐ ***Position Description & role requirements.***

How to apply:

Applicants are requested to send a copy of your resume, and application addressing the job and person specifications and forwarded with the names of two current referees, via email admin@ireach.org.au

About Us:

Established in 1995 as the Murray Mallee Division of General Practice, the organisation has evolved to become the **iREACH Rural Health**, a primary care provider to the Country SA PHN, and other government and non-government funding bodies. Our current programs have been funded in response to identified needs in the community and services include:

Youth Mental Health:

We are the lead agency for headspace Murray Bridge, headspace Mt Barker and headspace Victor Harbor which provides holistic early intervention services through a range of primary health care providers and consortium partners.

Mental Health Team

Mental Health Clinicians provide from our Adelaide Road offices and through General Practices in outlying communities including, but not limited to Karoonda, Mannum, Tailem Bend and Meningie.

Demography:

The iREACH Rural Health is based in the major population centre of the region - the Rural City of Murray Bridge. It includes an area of 23,000 square kilometres from the eastern Adelaide Hills through to the Victorian border.

The Princes Highway and rail route from Adelaide to Melbourne pass through the region. The River Murray, Coorong and Murray Mallee areas are significant environmental features.

The general practitioner workforce in the region operates from practices in seven towns, with

outreach Clinics to some smaller communities. In addition, there are regular placements of students, registrars, trainees, and interns within our practices.

The iREACH Rural Health is fully accredited under TQCSI. Our accreditation status is oversighted and maintained by our internal Quality, Risk and Safety practices, which aims to build, maintain, and support a culture of continuous quality improvement with a proactive approach to risk management and work health & safety.

iREACH Rural Health abides by the Ombudsman SA Information Sharing Guidelines (ISG) and ensures all our staff are appropriately trained in the ISG. For further information on the ISG, go to: <http://www.ombudsman.sa.gov.au/isg/>

Seeking employment with the iREACH Rural Health:

Job seekers considering employment with the iREACH Rural Health should understand that our recruitment process is similar to that of the public sector. This may be different in some respects to the process used in the private sector. This document will help you to understand our recruitment practices.

Broadly speaking, our recruitment is based on the merit principle. Each position has selection criteria, described in the job and person specification. The selection process involves assessing an applicant's suitability for the position, based on a comparison of their relevant skills, experience and qualifications in terms of the position's requirements. The person who is best able to demonstrate the match of their knowledge, skills, and abilities with the requirements of the job, will win the job.

All applications are closely scrutinised to determine if the applicant meets the selection criteria. Failure to address the selection criteria will result in the applicant not being considered for an interview. It is essential that your application meets the specific requirements that are set out in detail in the information package provided by the iREACH Rural Health.

When advertising vacant positions, we provide information packages that set out the selection process, the type and format of information required from applicants and a copy of the current position description, along with contact details of officers within our organisation who can provide additional information.

If you are interested in applying for a position with the iREACH Rural Health, you may find the following information useful:

- 1) Do not apply for a position by just submitting a resume – in most instances it is only used to provide background information and alone will not get you an interview.
- 2) A resume may be attached to an application, but it should complement the information provided in the application and focus on the broader skills and competencies
- 3) Address the advertised selection criteria. Each criterion should be carefully examined to fully understand the requirements of the role. Some criteria may contain multiple requirements, look for action verbs and conjunctions. Failure to respond to even one part of criteria could result in the application not moving to the interview stage.
- 4) The selection criteria can be addressed in “dot point” form or in paragraphs; there is no specific requirement, unless otherwise stated. However, as indicated previously, the quality

of the document may provide an advantage, provided the content relates to the position requirements.

- 5) Follow the application instructions provided, complete any forms, and provide accurate, verifiable information. If you provide false information in your application and this is discovered after you have been appointed, it can lead to dismissal.
- 6) Try to find out as much information as possible about the agency. The iREACH Rural Health website www.mmgnp.org.au contains a lot of useful information.
- 7) Check and recheck your application document, do not rely on your computer's "spell check". Get a friend or family member to read the document.
- 8) If you are invited to an interview, it is highly likely that you are one of several candidates considered suitable for the role. The interview may involve at least three panel members.
- 9) Candidates for interview are asked the same questions and your responses are compared with those provided by the other candidates.
- 10) Your preparation for the interview is the same as for any job interview, i.e., dress appropriately, pay attention to your grooming, arrive slightly early – do not arrive late, read any pre-interview material carefully, listen attentively, think before answering questions, speak clearly, be confident, always ask questions if invited to do so and thank the panel for the opportunity.
- 11) If you are unsuccessful, you should contact the interview panel convener to get some feedback on your interview performance. The information provided will help you to improve your approach to future employment opportunities. You can also request feedback at the application stage if you were not successful in being shortlisted for an interview.

Adapted from article by Greg Lewis, AACC Member, www.workplace.gov.au

Title of Position: **Aboriginal Youth Worker**

Classification Code: MMGPN EBA 2017 - HPSO 1 / MMGPN 2 or 3
(Dependent on qualifications and experience – salary sacrifice
arrangements available)

Status of Employment: **0.6 FTE** Contract Position until the end of June 2027
(Renewal dependent upon ongoing funding and performance)

Approved by Chief Executive Officer: November 2024

COMPANY

The Murray Mallee Division of General Practice (iREACH) was established in 1995 as a member-based, not-for-profit, incorporated body registered under the Associations Incorporation Act 1985. It was funded through the Divisions of General Practice Program with the stated aim to *“Improve health outcomes for patients by encouraging GPs to work together and to link with other health professionals to upgrade the quality of health service delivery at the local level”*.

During the government health reform period from 2013-14, the organisation evolved to become an independent provider of primary health care services, predominantly funded through the Country SA Primary Health Network (PHN) and other levels of government and Medicare-funded services.

Our **organisational governance** is overseen by a skills-based Board, including elected and appointed members with identified skill sets. A regional group of primary care clinical leaders and managers oversees our clinical governance. Quality improvement and the promotion of service excellence through best practice are the central focus of our work. **Community and consumer engagement** in the planning, managing, and evaluating of our services are integral to our operations.

Our core business includes primary health, mental health and AOD health services to our local communities. In addition, we offer outreach services to smaller and geographically isolated communities and provide services at low or no cost to clients.

The organisation is administered from its premises in the Rural City of Murray Bridge. Clinical services are provided on-site, with a serviced reception area and consulting rooms utilised by a range of private and project-funded allied health professionals. In addition, youth mental health

“Healthy and resilient people and communities”



and drug and alcohol services are provided through the **headspace** Murray Bridge (and the **headspace** Victor Harbor satellite site) and **headspace** Mount Barker.

Outreach services are provided to larger towns, including Mannum, Meningie, Tailem Bend and Karoonda. One of our most outstanding achievements has been the significant improvement in access to allied health services for our isolated rural communities.

IREACH employs or contracts a range of allied health workers within its funded programs and private providers. This includes nurses, psychologists, social workers and AOD Workers. In addition, organisational and clinical managers support the qualified and experienced allied health workforce, and comprehensive program guidelines, policies and procedures.

ABOUT HEADSPACE

headspace is the National Youth Mental Health Foundation providing early intervention mental health services to 12 to 25-year-olds. **headspace** has 149 centres across Australia in metropolitan, regional and remote areas and online and phone support services through eheadspace.

headspace can help young people with mental health, physical health (including sexual health), alcohol and other drug services, and work and study support. Centre details, as well as factsheets and resources for young people and their families and friends, can be located on the **headspace** website: headspace.org.au

The mission of **headspace** Murray Bridge is to reduce the burden of disease in young people aged 12-25 years caused by mental health and related substance abuse disorders through early identification and effective, evidence-based intervention delivered by primary care and specialist providers working together within a unified, accessible and integrated service framework. In addition, headspace provides services to young people with moderate to severe mental health through youth complex care funding.

headspace Murray Bridge is funded through the Country SA Primary Health Network.

The Target Psychosocial Services for Aboriginal Young people living on the Ngarrindjeri Lands is a specific program funded by the Country SAPHN since 2022. This program aims to support and improve the Social and Emotional Wellbeing (SEWB) for at risk young Aboriginal people in the Murray Lands. The service aims to do this through culturally appropriate camps and workshops where possible and individual and family support. SEWB principles underpin all that is delivered in this program.

What is the role of a lead agency?

The headspace Murray Bridge program is under the auspices of iREACH as the Lead Agency and is supported by a range of consortium partners who share the Headspace vision.

A lead agency leads each local headspace Centre on behalf of a regional partnership of organisations responsible for delivering mental health, drug & alcohol, primary care services and community-based vocational assistance and training providers.

Lead Agencies are locally based and run services that share a headspace Centre's vision and ensure that this vision appropriately meets the local community's needs.

JOB SPECIFICATION

At iREACH, we have a clear vision of where we are heading as an organisation. Our vision and core values clearly communicate and reinforce how we will get there. Our core values provide the basis of our team conduct and underpin our corporate character and organisational culture.

VISION

Healthy and resilient people and communities

CORE VALUES

inclusivity and diversity

Respect and compassion

Empowerment

innov**A**tion

Connection

Hope

1. Purpose

iREACH job specifications provide employees with a description of specific role expectations and functions. The roles and responsibilities reflect our values and ensure accountability toward achieving the iREACH vision. We seek to be a responsive and flexible organisation, and it is anticipated that individual roles will change over time. Job specifications will change with them. Role descriptions need to evolve and continue to be correctly classified as these changes occur. The duties and responsibilities outlined should not be considered definitive.

2. Role Description

The Aboriginal Youth Worker is part of the headspace Murray Bridge team, specifically the Cultural Program. You will work to meaningfully and effectively include Aboriginal and Torres Strait Islander young people and their families in the ongoing operations of Headspace Murray Bridge.

The youth worker role will provide 1:1 family and group support to young Aboriginal people who seek to support cultural connection and empowerment based on social and emotional well-being principles. This role will work to reduce the barriers to young people achieving their goals and in participating in daily living and community participation. This will be done by providing practical support, system navigation, and advocacy. The role will support the program to deliver culturally appropriate group activities.

The worker will assist young people in engaging with current headspace programs as

appropriate, both clinically and with psychosocial groups.

iREACH is the lead agency for **headspace** Murray Bridge. iREACH employs the Aboriginal Youth Worker.

3. Role Accountabilities

The Aboriginal Youth Worker will operate within the headspace Murray Bridge service and will report to the headspace Centre Manager through the Cultural Program Coordinator.

The Aboriginal Youth Worker will report client care via the PHN Portal platform and receive support for client work via the clinical team leader and the multidisciplinary team reviews.

4. Key Performance Indicators (KPIs)

KPIs are set measurable and achievable goals for improving core business activities and delivering on contractual objectives. KPIs will align with changing business requirements.

- The employee is required to deliver the prescribed KPIs for the role.
- Individual role KPIs are documented annually and will be measured to evaluate the employee's performance.
- KPIs will be assessed regularly through structured face-to-face discussions.

5. Delegated Authority

This role has no delegated authority

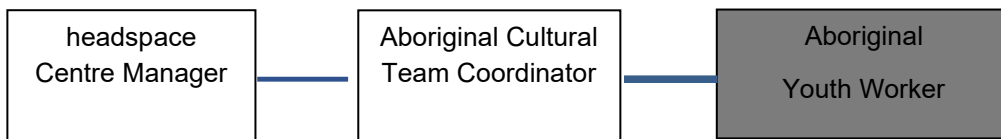
6. Customer Service

All employees of iREACH are responsible for maintaining agreed customer service standards to both the external and internal customer base.

7. Reporting/Working Relationships

- May represent iREACH or *headspace* at local, regional, state and national meetings, conferences, and other relevant forums.
- Participate in Performance Review & Development Appraisal at least every 12 months.
- The Aboriginal Youth Worker is responsible for practising within the philosophy of iREACH, its aims, policies and protocols, and the standards of the incumbent's professional discipline.

8. Organisational Chart



9. Special Conditions

- It is an operational requirement that an Aboriginal and/or Torres Strait Islander person occupies this position.
- The position will be based at the headspace site in Murray Bridge.
- Participation in regular performance management reviews and development appraisals is required.
- Flexible working hours (some out-of-business hours and weekends) may be required, for which time in lieu may be taken.
- Intrastate travel, particularly throughout the headspace region, may be required.
- Current SA driver's license essential.
- A vehicle is available for work purposes. If the use of own vehicle is required for work purposes, reimbursement will be made as per the rates determined by the relevant Modern Award.

10. Child Protection

- As per the South Australian Children and Young People (Safety) Act 2017, the successful applicant will be required to demonstrate that they hold a current National Police Certificate before employment.
- iREACH Rural Health requires all staff to undertake the following Department of Human Services (DHS) screening checks:
 - Working with children check (WWCC)
 - Vulnerable Person Related Employment Screening
- The incumbent is required to either currently hold or be trained in (within the first three months of employment) Child Safe Environments.

11. Work Health and Safety

The headspace Aboriginal Youth Worker is required to: -

- Take responsibility for effectively checking (monitoring, observing, inspecting and auditing) to ensure that risk-based management systems and plans are in position and successfully implemented
- Acquire and keep up-to-date knowledge of work health and safety matters
- Ensure that appropriate resources and processes are available and utilised to enable hazards associated with the operation of the role are identified and risks eliminated or minimised
- Ensure that the appropriate process is followed for receiving and considering information regarding reported incidents/hazards and risks, and these are responded to in a timely way
- Ensure as far as reasonably practicable that employees, visitors and contractors, whilst at an iREACH worksite, are safe from injury and risk to health
- Provide adequate information, instruction, training and supervision of all employees in matters relating to WHS
- Provide adequate resources to maintain and continuously improve system performance, including maintaining ongoing compliance with legislation, standards, principles and guidelines.

The employee is responsible for protecting their own health and safety at work, as well as co-workers & clients.

The employee is responsible for abiding by the organisation's WH&S policies and direction as set out in iREACH's Policies.

The employee shall avoid adversely affecting the health or safety of any other person through any act or omission at work and in particular, so far as is reasonable, shall:

- use any equipment provided for health or safety purposes
- obey any reasonable instruction that the employer may give concerning health or safety at work
- comply with work health and safety policy in the workplace
- ensure that they are not, by the consumption of alcohol or a drug, in such a state as to endanger their safety at work or the safety of any other person at work.

12. STATEMENT OF KEY RESPONSIBILITIES AND DUTIES

- Promote early help-seeking to improve early access to health and other services for young people who have (or may be at risk of) developing a mental health and/or substance use disorder or have economic and social recovery needs
- Ensure that accessible information is provided to young people, their families, and the local community to increase their and their community's capacity to connect with appropriate health and well-being supports when needed.
- Increases community awareness of mental illness among young people, facilitates consumer participation and organises and delivers health promotion activities and special events to engage identified target populations in conjunction with clinical staff as needed.
- Support the Murray Bridge headspace team in developing culturally appropriate services for young Aboriginal clients and their families.
- Provide support services to young people and their families alongside mental health clinicians, which might involve working individually with young people or in group programs.
- Represent headspace & iREACH to various agencies and professional networks, the local community and young people
- Support the aims and objectives of iREACH through understanding and implementation of the iREACH Strategic Plan
- To work with the Cultural Team Coordinator to meet the contractual requirements of the program to provide culturally appropriate psychosocial support to young Aboriginal people and/or their families. These activities should be determined through culturally appropriate exploration of the young person's needs and goals. It should address barriers to success, such as housing, education, and transport support through appropriate system navigation. You will use programs such as the AIMhi Stay Strong APP, GEM assessments, and feedback forms for the program.
- Advocacy and referral, internally in headspace or externally to other agencies, to ensure a young person gains holistic care.
- Facilitate and support group programs within headspace and specifically for the Cultural Program is required. This may include culturally specific workshops/groups at headspace or in partnership with other Aboriginal organisations, schools etc.
- You may be asked to represent the program at schools, events/services with stalls or presentations.
- Support specific cultural camps/and other cultural activities as designed within the program.
- You will be required to document notes and data in the PHN portal and the MDS platforms for iREACH Rural Health.
- You will work within a multi-D team at headspace Murray Bridge and contribute positively to the team culture.
- Provide support for site-specific administrative and office tasks, collaborating closely with Administration and Office Support Workers as required. Ensure all duties align with the site's requirements and follow the guidance of the Administration and Office Support Workers.

TEAMWORK

The headspace Aboriginal Youth Worker will:

- Work effectively and collaboratively with colleagues and service partners, in accordance with the values and philosophy of iREACH, to deliver agreed objectives.
- Participate in team or management meetings that are relevant to project deliverables.
- Maintain a high level of professionalism in all interactions.
- Engage in professional development activity and quality improvement processes and attend training as necessary to meet changing needs, new technology developments and service requirements.
- Actively support the aims and objectives of iREACH through understanding and implementation of the iREACH Strategic Plan.

13. PERSON SPECIFICATION

ESSENTIAL MINIMUM REQUIREMENTS

The essential experience, knowledge, skills, competencies and qualifications a person requires to fulfil the responsibilities of the position successfully are:

- Youth worker or relevant tertiary health qualification (or working towards) and/or extensive experience in working with young Aboriginal clients and their families/communities
- Aboriginal or Torres Strait Islander identity.
- Demonstrated connection to the local community and passion for this community.
- A demonstrated passion for and commitment to making a difference in the lives of young people
- Demonstrated understanding of the health and wellbeing needs of young people with mental health and/or substance use problems
- Demonstrated ability to engage with and communicate to groups of people.
- Demonstrated ability to use creativity and innovation in a community/project setting.
- Demonstrated highly developed oral and written communication skills, including networking.
- Demonstrated ability to manage and prioritise a range of tasks and projects simultaneously.
- Well-developed computer skills.
- High levels of professionalism, confidentiality and discretion
- Positive, respectful and collaborative team player
- Adaptability and flexibility to changing work environments and requirements
- Highly self-motivated and dynamic personality to participate in the development of a culturally appropriate service

DESIRABLE REQUIREMENTS

To distinguish between applicants who have met all the essential requirements:

- Demonstrated understanding of the needs of Aboriginal and Torres Strait Islander young people, including barriers to engagement, participation and help-seeking.

“Healthy and resilient people and communities”



- Demonstrated awareness of/and connection to local Aboriginal services and relevant networks.

The incumbent is obligated to refer to their job and person specification along with iREACH's Manuals and Registers and other relevant Roles and Responsibilities statements as required.