



Illicit Drug Diversion Initiative

Position Description

Project Objective:

The program will endeavour to provide support, drug education, assessment and treatment via brief interventions to individuals.

About this project:

The project aims to:

- Provide drug education, assessment and treatment via brief interventions to individuals diverted by the Tasmania Police under this initiative.
- Accept referrals from the Alcohol & Drug Service Diversion Worker and provide the diverted individuals with a brief intervention in accordance with the IDDI manual.

What the job is:

You will lead project design and delivery

- Provide access to appropriate, timely, effective and quality treatment services for people affected by alcohol, tobacco and other drugs.
- Provide a client focussed approach to support, operating in a harm minimisation framework.
- Provide evidence based reporting.
- Be integrated and delivered in partnership with other sections of the Human and health service System.
- Offer early incentives for people to address their illicit drug use, in many cases before incurring a criminal record.
- Increase the number of illicit drug users diverted into drug education, assessment and treatment.
- Reduce the number of people appearing before the courts for use or possession of small quantities of drugs.
- Provide people, families and communities with improved quality of life through improved knowledge, skills and behaviours.

- People, families and communities receive tailored/coordinated information and support relevant to their situation.

You will be responsible for project Management

- Manage the project as it relates to engaging community in maintenance of ATSI culture through involvement of whole of community, men, women and young people and through development of agreed partnerships.
- Report on all activities, outputs and key performance Indicators (KPI's) in line with requirements of funded schedule.
- Provide monthly reports in hard copy form to CHAC CEO and board of project management on (verbal reports without written backup will not be accepted):
 - Activities undertaken, project outputs and KPI's; and
 - Data collected in the form of numerical and case study/storytelling to support projects KPI's.
- Advise the Board of project management on areas of project delay, budget changes or project non-compliance in relation to achieving activities, outputs and KPI's monthly.
- Develop strategies to resolve any project management compliance issues, document these and report to Board of project management as part of project management activities.
- Work alongside CEO and funding body to address barriers to achieving activities, outputs and KPI's.

You will actively contribute to a Positive CHAC Culture

- Demonstrate, engender and promote CHAC's vision, mission within the organisation and to external clients.
- Comply with WHS and Standard Pathways Performance policies and procedures including maintaining client confidentiality.
- From time to time undertake other tasks on request from the CEO.

Essential Requirements are:

- Hold an understanding of Indigenous societies and culture and of the issues affecting Indigenous people in contemporary Australian society and the diversity of circumstances of Indigenous people.
- Patient and caring – able to communicate with men, women, elders and young people.
- Excellent verbal communication and interpersonal skills.
- An ability to work cooperatively with professionals in other related agencies
- Good organizational and planning skills.
- Excellent computing skills.
- A current Tasmanian Driver's License.
- Police and Working with Children clearance will be required.
- Cert 3 or above in community services or equivalent.