



CatholicCare Canberra & Goulburn

DUTY STATEMENT

Sobering Up Shelter – Carer position (up to 36 hours per week)

Reports to: Program Manager
Award: CatholicCare Collective Agreement
Status: Level 4
Location: Sobering Up Shelter - Ainslie Village

DUTIES:

- 1) Provide a non-judgmental and responsive service that assists men & women over the age of 18 who are under the influence of Alcohol & Other Drugs to recover in a safe and clean environment

Authorities

- 2) Assess the level of intoxication of each referral, and assist the client to enter the service where eligible
- 3) Regularly monitor and supervise the client during their overnight stay, and respond to requests and crisis as appropriate
- 4) Provide assistance with:
 - Personal care, bathing, changing and toileting of intoxicated clients
 - Monitor the health, hygiene and wellbeing of each client
 - Morning meals
 - Maintenance duties including the laundering of linen and shelter clothing and cleaning of facilities
- 5) Promote harm minimisation practices to clients who access the services
- 6) Offer pre-discharge intervention in the form of information provision and referral to Alcohol & Other Drug services, counselling agencies, legal and accommodation services as well as other services
- 7) Provide First Aid to clients, and manage other Critical Incidents as required

Responsibilities

- 8) Liaise with Police, Ambulance, Mental Health services and other relevant services as required
- 9) Abide by CatholicCare Staff Code of Conduct
- 10) Adhere to the Shelter's Policies and Procedures, including those related to Occupational Health and Safety to ensure the security of Shelter clients, other staff members and Centacare property
- 11) Prepare reports, maintain data and keep records as required
- 12) Attend meetings and accept supervision and training as required



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SELECTION CRITERIA

- 1) Qualifications/ and or experience in a relevant discipline such as nursing, welfare or Alcohol & Other Drugs .
- 2) Demonstrated understanding of Alcohol & Other Drug issues.
- 3) Knowledge of Alcohol & Other Drug services within the ACT and surrounding region and ability to liaise, advocate and refer to outside agencies on behalf of clients.
- 4) Demonstrated capacity for sound work organisation and effective use of time.
- 5) Capacity to work as a member of a team and individually as required.
- 6) Demonstrated awareness of the relevant principles and practices such as EEO, OH&S, confidentiality and Duty of Care.
- 7) Possess or be willing to obtain a current First Aid Certificate.
- 8) Willingness to undergo a Criminal History Check.