



SA * MOBILISATION + EMPOWERMENT FOR SEXUAL HEALTH

A partnership of SHINE SA and VAC

POSITION DESCRIPTION

POSITION TITLE: SAMESH Health Promotion Officer

POSITION STATUS: Contract to 31 December 2018 (with strong possibility of extension, funding dependant)

REPORTING TO: Team Leader, SAMESH

1. BACKGROUND

SAMESH is a partnership program between SHine SA and Thorne Harbour Health (formerly the Victorian AIDS Council (VAC)). This partnership offers an innovative approach to HIV and STI prevention for priority populations in South Australia, as it combines the expertise of local knowledge and networks of SA's peak sexual health organisation, with the HIV-specific experience and community-led expertise and credibility of Australia's oldest AIDS council. SHine SA auspice the SAMESH program and have contracted Thorne Harbour Health to lead the policy support and implementation of the SA targeted HIV and STI Prevention program of activities, central to the work of SAMESH.

2. PRIMARY OBJECTIVES

Within the policy frameworks and strategic directions of Thorne Harbour Health, the SAMESH Health Promotion Project Officer will work in a team and contribute to the development and delivery of effective and innovative health promotion strategies targeting gay men, homosexually active men, people living with HIV and other priority populations.

3. PARTNER ORGANISATIONS

Thorne Harbour Health

For the past 35 years, Thorne Harbour Health, formerly the Victorian AIDS Council (VAC) has worked closely with those communities most affected by HIV.

Building on this longstanding legacy, Thorne Harbour Health aims to improve the health and social and emotional well-being of HIV positive and gay, lesbian, bisexual and transgender (LGBTI) communities, with a particular investment in bringing the HIV and AIDS epidemics to an end. To achieve this aim, Thorne Harbour Health:

- Provides care, support and advocacy to the HIV positive community;
- Builds the capacity of HIV vulnerable/at risk communities through preventative health strategies; and
- Advocates for social justice for the LGBTI communities and improving their experience of the health service system.

SHine SA

SHine SA is the leading sexual health agency in South Australia working in partnership with government, health, education and community agencies and communities to improve the sexual health and wellbeing of South Australians.

Established in 1970 as the Family Planning Association of South Australia, today SHine SA is a leading not-for-profit provider of primary care services and community programs for sexual and relationships wellbeing. The organisation is governed by a skills-based voluntary board of directors. SHine SA provides clinical and counselling services across several sites in the northern, southern and western regions of Adelaide, with a focus on our key communities of interest. These include people who are:

- Young (12-25 years);
- Gay, Lesbian, Bisexual, Transgendered, Intersex;
- Aboriginal and Torres Strait Islander;
- Culturally and linguistically diverse;
- Living with a disability.

SHine SA conducts workforce development education for doctors, nurses/midwives, community workers and teachers, and strives to enhance these services through optimising technology. SHine SA is also active in providing broader community education and awareness programs including the Safe Schools Coalition SA and a comprehensive Aboriginal sexual health program in rural and remote Aboriginal communities.

4. THE SAMESH TEAM.

The SAMESH Program delivers a range of preventative and health promotion strategies targeting gay men, homosexually active men, people living with HIV and AIDS, and other priority populations. The framework of Thorne Harbour Health education work is a combination of adult and peer education, health promotion, social marketing, community development, and cultural intervention.

SAMESH implements its health promotion strategies through its paid staff, volunteers and in collaboration with other agencies and community groups.

The SAMESH Team works to plan, develop, implement and evaluate the work plan of the program. These responsibilities are in accordance with Thorne Harbour Health objectives and values, within the strategic directions and policies set by the Board, and under the direction of the Director, Health Promotion, Policy and Communications.

This position is funding dependent. The current funding is in place until 31 December 2018, however there is a strong likelihood that the program will continue beyond the end of 2018. A further contract will be offered upon confirmation of on-going funding and satisfactory performance. The Health Promotion Officer position is offered at 0.8 FTE (4-days/week) subject to a three-month probationary period.

5. KEY RESPONSIBILITIES

5.1 Working as part of a team

The Health Promotion Project Officer will work in a small team and contribute to the development and implementation of effective and innovative health promotion strategies and activities. The Officer will be required to contribute to the continuous improvement of the program.

This will involve participation in all aspects of the planning and development of projects, taking responsibility for specific project tasks, and working with other team members in to implement the projects.

5.2 Planning and developing education strategies

All health promotion program activities are developed within a policy framework that takes into account the Eighth National HIV Strategy 2018 – 2022 and the SA National HIV Implementation Plan and the Third National Sexually Transmissible Infections Strategy 2018 – 2022, associated SA Action Plans and the overall strategic direction of the organisations.

The Health Promotion Project Officer will be required to keep abreast of trends and changes in aspects of the epidemic, related research findings, and other social and cultural developments.

5.3 Reporting

It is the responsibility of the Health Promotion Project Officer to maintain project records and to ensure the flow of information within the SAMESH team to enable the efficient functioning and the continuous improvement of the program. The Officer will work closely with the program's team leader and other team members to produce reports to the Thorne Harbour Health Board and SA Health.

5.4 Monitoring and Evaluation

The Health Promotion Project Officer will contribute to the monitoring and evaluation of all SAMESH work. The Officer will then use evaluation findings to plan for and improve future work of the program.

5.5 Social Marketing

The Health Promotion Project Officer may be required to develop and implement social marketing campaigns in collaboration with the SAMESH team and/or external organisations and stakeholders. This can include print materials such as posters, pamphlets and press advertisements, writing articles for the print media, planning and/or conducting community forums and other activities to build the capacity of target groups to respond to and address HIV-related health promotion issues.

5.6 Group Activities

In delivering on the outcomes of the program's plan, and in collaboration with other members of the team, the Health Promotion Project Officer may be responsible for designing and conducting a range of group activities. These may include small group workshops and courses, large group seminars, and other peer and adult education based activities to support skills acquisition and shared learning opportunities, and to facilitate and sustain behaviour change.

5.7 Outreach Activities

In accordance with the overall plan of the program, the Health Promotion Project Officer may be required to develop and conduct outreach activities to ensure the broad reach of the SAMESH's education activities. This may be in a range of community and sexual settings such as dance venues, sex on premises venues and beats, and utilise a range of media including print media, radio and television.

5.8 Training and Support of Volunteers

The implementation of effective education strategies will be delivered with the involvement of volunteers. The Health Promotion Project Officer may be required to recruit and maintain the interest and enthusiasm of volunteers. S/he may be expected to encourage the involvement of existing and new volunteers in the program's activities, and to coordinate the work of volunteers.

5.9 Rapid Testing

The Health Promotion Project Officer will need to be willing to undertake training in rapid HIV testing and, should the funding contract require, to provide that testing within the SAMESH service.

5.10 Working with Partner Organisations and Community Groups

In accordance with the program's work plan, the Health Promotion Project Officer may be required to liaise and collaborate with venue owners, gay and lesbian organisations, other relevant service providers, and policy bodies. The Officer may represent SAMESH from time to time on external working groups and committees.

5.11 Ensuring safe working environment

As an employee of Thorne Harbour Health, the Health Promotion Project Officer is responsible for ensuring a safe and healthy workplace by complying with the provisions of Section 28 of the **South Australia** Work Health and Safety Act 2012 (Duties of Workers).

5.12 Organisational Policies

The SAMESH Health Promotion Project Officer will be expected to operate within the policies of Thorne Harbour Health and SHine SA. This will be particularly important in ensuring the SAMESH team works synergistically with the range of programs that SHine SA offers.

5.13 Other Duties

The Health Promotion Project Officer must undertake any other relevant duties as directed by the SAMESH Team Leader and the Director, Health Promotion, Policy and Communications.

6. KEY SELECTION CRITERIA

- 6.1** A tertiary qualification (preferably a degree) in health promotion, community development or related field.
- 6.2** Demonstrable work experience in health promotion, community development and/or adult education including program design, implementation and evaluation.
- 6.3** Demonstrated ability to manage multiple projects within a team and with other stakeholders.
- 6.4** An understanding of gay male sexual scenes and their cultures, including a demonstrated sensitivity to the issues of, and willingness to work with, people living with HIV and AIDS, gay men, and other priority populations, particularly people from culturally and linguistically diverse backgrounds.
- 6.5** Sound knowledge of HIV and AIDS, STIs and other Blood-Borne Virus' transmission and treatments issues or an ability to acquire that knowledge within a short period of time.
- 6.6** Experience in facilitating groups
- 6.7** Excellent interpersonal and presentation skills.
- 6.8** Willingness and ability to work outside of conventional working hours.
- 6.9** A current South Australian Drivers Licence or the willingness to obtain one.

7. CONDITIONS OF EMPLOYMENT

- Salary is paid in accordance with the VAC/GMHC Employment Agreement 2014, The classification for the position is Community Development Worker Class 2B SCHADS Level 4; \$69,850-76,426 per annum. Salary range and classification level, commensurate with experience.
- Salary packaging is a legitimate method of restructuring existing salary into a combination of salary and expense payment benefits to provide a higher net remuneration for the employee. This arrangement is available at Thorne Harbour Health.
- Employer's contribution to superannuation (9.5%) will also be paid.
- Conditions of employment are as stated in the VAC-GMHC Employment Agreement 2014.

- The position is for 30.4 hours per week. Overtime is not paid however, time in lieu provisions does apply to this position. There will be some requirement to work flexible hours, including some early morning, evening and weekend meetings and other work-related commitments.
- This appointment has been funded by SA Health and will be based in Adelaide, South Australia.
- Completion by Thorne Harbour Health of a satisfactory police check.
- A willingness and ability to work flexible hours is required, including some, evening and weekend meetings and other work-related commitments.
- A Confidentiality Agreement must be signed.
- Thorne Harbour Health is an equal opportunity employer. All staff members are required to contribute to creating a non-discriminatory workplace.
- Thorne Harbour Health provides a non-smoking workplace.
- Membership of the appropriate union is strongly encouraged.
- This position is subject to a three (3) month probation period.
- This role may require inter and intrastate travel.
- Applicants must be either Australian citizens or have permanent resident status.

8. PROFESSIONAL SUPERVISION

Thorne Harbour Health has a commitment to ensuring that staff members receive high quality supervision on a regular basis. This role is required to attend this supervision.

9. WORKPLACE HEALTH AND SAFETY

Thorne Harbour Health provides a safe and healthy workplace, and as an employee of the organisation the all employees are responsible for contributing to this by complying with the provisions of Section 28 of the **South Australia** Work Health and Safety Act 2012 (Duties of Workers).

10. APPLICATION PROCESS

Written applications addressing the selection criteria and including a resume and the names and contact details of three professional referees should be sent to recruitment@thorneharbour.org

For further enquiries please contact: Matt Tyne, Team Leader: 08 70995310 or matt.tyne@samesh.org.au

Applications close 3rd September 2018.

Important: it is essential that applicants specifically address the selection criteria. Where selection criteria have not been addressed, applications will not be considered.

Approved by: Simon Ruth, Chief Executive Officer

Date July 2018