

**ASYLUM SEEKERS CENTRE of NSW
POSITION DESCRIPTION**

POSITION TITLE	Volunteer Health Promotion Worker
RESPONSIBLE TO	1. Health Care Coordinator 2. Director
TIME COMMITMENT	9am-4pm 1 day per week
LOCATION	Asylum Seekers Centre
START DATE	As per agreement
REVIEW/END DATE	Review after 3 Months
TRAINING	Compulsory attendance at ASC Introductory Volunteer Session

Background

The Asylum Seekers Centre of NSW is the only organization in Sydney working exclusively with community-based asylum seekers. We are an independent, not-for-profit organization funded through grants received from religious and philanthropic foundations as well as individual donations. Our vision is that asylum seekers be welcomed to Australia and afforded a dignified, meaningful and safe existence pending the fair, transparent and expeditious resolution to their claims.

In addition to our case management and volunteer-led recreation and education programs, we run a health care program for Medicare ineligible clients, administered by a part-time program coordinator and reliant upon a network of pro-bono health practitioners. The Volunteer Health Promotion Worker will work closely with the Health Care Coordinator to provide a health information, promotion and advice service to asylum seekers residing within metropolitan Sydney

QUALIFICATIONS AND EXPERIENCE

ESSENTIAL:

- Relevant degree in nursing/other health related field or equivalent experience

- Experience working with clients from Culturally and Linguistically Diverse backgrounds in relation to their health needs
- Demonstrated experience in health promotion
- Demonstrated sound understanding of issues affecting asylum seekers within the current Australian context.
- Good oral, written, cross-cultural and interpersonal communication skills
- Capacity to work cooperatively and independently in demanding but friendly NGO environment
- Demonstrated understanding of and commitment to EEO, OH&S and child protection policy and legislation

DESIRABLE:

- Experience in working with asylum seekers and/or refugees
- Sound understanding of inequities in social determinants of health
- A commitment to the principles of social justice
- Proficiency in a relevant community language (e.g. Arabic, Mandarin, Indonesian, Spanish)

PRIMARY OBJECTIVES

To provide health information, promotion, advice and support service to asylum seekers residing within metropolitan Sydney

PRIMARY DUTIES

- To assist the Healthcare Coordinator to provide health promotion, information, advice and support to asylum seeker clients around a variety of health issues, e.g. nutrition, chronic illness
- To reduce health inequity among the asylum seeker community by improving access to health information
- In consultation with Health Care Coordinator, develop information brochures on health education sessions and promote these sessions to the ASC client group
- In conjunction with Health Care Coordinator, develop and deliver appropriate group health education/information sessions in collaboration with community agencies

- Develop and maintain contacts with appropriate local service partners (e.g. Area Health Service staff, interpreter services, STARTTS workers, NGOs, settlement service providers, community groups etc)
- To uphold the vision, mission and values of ASC by ensuring that those people who seek assistance at ASC are welcomed and treated with dignity and respect

Administration

- Participate in regular meetings with the Health Care Coordinator relevant to duties as required
- Understand and comply with ASC policies and procedures, including attending compulsory training events

Personnel

- 3 monthly review with Health Care Coordinator

Other

- Perform other duties as required

TRAINING

Compulsory attendance at ASC Introductory Volunteer Session which includes:

- Introduction to refugee issues
- Outline of refugee policy in Australia
- The role and responsibilities of the volunteer
- Strategies in working with asylum seekers

VOLUNTEER BENEFITS

- Making an invaluable contribution to asylum seekers ability to communicate;
- A challenging and rewarding experience;
- An opportunity to meet new people and share ideas;
- An opportunity to keep abreast of the latest issues regarding asylum seekers;
- Ongoing training.

PEOPLE INTERESTED IN THIS POSITION SHOULD EMAIL

- Completed application form

- Current CV
- Details of 2x references

TO **ascvolunteer@asylumseekerscentre.org.au**