

SELF HELP QUEENSLAND INC

JOB DESCRIPTION

PROJECT WORKER (GENERAL SELF HELP GROUPS)

The worker in this position will actively build the capacity and sustainability of groups which service their members on a wide range of well-being issues as well as building the capacity and sustainability of Self Help Queensland Inc., as the umbrella group for this sector.

The worker will be based at the Sunnybank office and employed for not less than 14 hours per week, initially for 21 weeks.

Conditions: Social, Community, Home Care and Disability Services Industry Award 2010

Pay Level: Community Services Workers and Crisis Accommodation Workers Award Level 5 Paypoint 1

There will be a 4 week probationary period.

A Police Certificate or equivalent will be required.

Reporting to: The Coordinator, Self Help Queensland Inc. and the Management Committee for their monthly meetings.

Overall responsibilities: To ensure that all phases of community capacity building are carried out efficiently, effectively, within budget allocations and time constraints.

Main Tasks: To develop and facilitate at least 3 Self Help Networks across the wider Brisbane area, in order to facilitate sector relationships and cultivate community linkages

To develop a range of resources to support the group facilitator and governance training components

To deliver a 2-day (non-accredited) training program for group facilitators and group members so that they most appropriately target the needs of self-help groups supporting people with chronic disease, genetic conditions, disabilities, and their families and carers

To participate in team development within Self Help Queensland Inc. as needed

To document all stages of the project.

**To be considered for the Project Worker (Mental Health Self help Groups)
Position you will need to address the following Selection Criteria.**

SELECTION CRITERIA

1. Proven experience in developing groups
2. Demonstrated experience in the non-government sector
3. Demonstrated experience of the self help sector
4. Demonstrated experience in working cooperatively and in collaboration with volunteers and other workers in small teams
5. Demonstrated experience in facing challenges associated with complex interpersonal relationships within and between groups
6. Demonstrated computer and general writing and reporting skills

Please forward applications by closing date 8th August 2010 to:

The President
Self Help Queensland Inc
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or
Email: selfhelp@gil.com.au

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www.selfhelpqld.org.au