

Position Description

Supportive Care Worker

Who we are: We are Tasmania's leading cancer charity working to reduce the incidence and impact of cancer on all Tasmanians. Through advocacy and research, supportive care programs and services, and the delivery of prevention education resources and programs, we are here for all Tasmanians regardless of location and the type of cancer diagnosis.

Our Vision: A cancer-free future

Our Values: Generosity, Integrity, Collaboration, Courage, Innovation

Hours of Work	0.2 FTE. Flexible work arrangements are available, for example working 1 day a week or over two days. Additional hours available to cover staff leave.
Salary and Conditions:	Social, Community, Home Care and Disability Services Industry (SCHADS) Award 2010 Level 5 (salary packaging is available).
Location:	The role is located at Cancer Council Tasmania, ideally you will work out of the Launceston office however the incumbent could be based in Devonport. The incumbent is required to travel between sites.
Position Summary:	The supportive care worker role is to provide emotional and practical assistance to people impacted by cancer across the north and North-West of Tasmania. This includes a range of psychosocial one-on-one supports, group facilitation and practical interventions, along with providing information and resources. As part of a small team you will work closely with regional supportive care staff and volunteers. The role is largely based within the support centre however does involve some outreach work into community and hospital settings.
Reporting:	This role reports to the Director of Supportive Care Services. The role has no direct reports.
Qualifications and Skills:	<ul style="list-style-type: none"> • Tertiary qualifications in a health-related field or equivalent knowledge gained through any combination of education, training and/or experience. • Experience providing face to face, person centered, psychosocial support • Knowledge and understanding of state-wide and local health and community networks and the major issues facing Tasmanians impacted by cancer.

Personal Attributes:	<p>This role requires a self-motivated person who is seeking an opportunity to use their skills and experience to make a meaningful difference to those impacted by a cancer diagnosis. Tasmanians impacted by cancer come from all walks of life, and their supportive care needs may not always be the same, which is why this role will suit a patient, compassionate and solutions focused individual.</p>
Organisational Responsibilities:	<ul style="list-style-type: none"> • Assessment of CCT client’s cancer-related concerns, level of distress and unmet needs. • Utilise active listening skills to explore client’s resources, identify core needs, provide psychosocial support, contain interactions, and refer to relevant clinical and community services. • Deliver or facilitate individual, group based, and practical support and education programs. • Assist with the implementation and evaluation of programs to ensure CCT is providing evidence-based supportive care services. • Assist with promotion and raising awareness of CCT Supportive Care services to the community. • Mentor and effectively collaborate with support volunteers. • Other duties within the scope of CCT Supportive Care Model of Care as directed by the Director Supportive Care.
Selection Criteria:	<ul style="list-style-type: none"> • Qualifications in a relevant health or social science discipline or an equivalent knowledge gained through any combination of education, training and/or experience. • Demonstrated experience in delivering person-centered psychosocial support to clients in individual and group settings. • Demonstrated time management skills including the capacity to manage competing priorities within tight timeframes and as a collaborative member of a multidisciplinary team. • Sound knowledge and understanding of local health and community networks, and the major issues facing Tasmanians impacted by cancer.
Essential Requirements:	<ul style="list-style-type: none"> • Satisfactory National Police Check, or the ability to get one. • Working with Vulnerable Peoples card. • Current Australian Drivers License.

Competency Framework – Supportive Care Worker			
Personal Attributes		Relationships	
Adapt and Respond to Change		Communicate Effectively	4
Display Resilience	2	Commitment to Customer Service	3
Act with Integrity	4	Influence and Negotiate	2
Manage Self	4	Work Collaboratively	3
Results		Business Support	
Deliver Results	3	Finance	1
Plan and Prioritise	4	Technology	3
Think and Solve Problems	4	Procurement and Contract Management	2
		Project Management	2
Demonstrate Accountability		4 – Highly Advanced 3 – Advanced 2 – Intermediate 1 - Foundational	
People Leadership and Management	3		
Lead, and Develop People	2		
Inspire Direction and Purpose	2		
Optimise Business Outcomes	2		
Manage Reform and Change	2		

It is agreed that these are the primary requirements for the position of the Supportive Care Worker. However there is an expectation that this position may perform, or learn other duties, as required by Cancer Council Tasmania. Where the requirements and tasks vary significantly, both parties agree to discuss these variations and draft a new Position Description which reflects agreed variations.

It is understood by both parties that this position description forms an integral part of the feedback process between the employee and their manager therefore the entire document will be considered during any performance assessment.

Employee Signature _____ Date _____
 Supportive Care Worker

Employer Signature _____ Date _____
 Director Supportive Care Services