



Position Title:	Family Partnership Worker (FPW)
Program:	Australian Nurse Family Partnership Program (ANFPP)
Supervisor:	Nurse Supervisor
Classification Level:	HPCS 2.1 – 2.4
Classification and Salary:	Base Salary: \$64,356 - \$69,260 Total Salary: \$72,091 - \$77,585 (Note: Total salary includes leave loading and superannuation)
Location	Various Locations
Position Created:	23 May 2017

SUMMARY OF POSITION:

The Family Partnership Worker (FPW) is integral to the successful implementation of the Australian Nurse Family Partnership Program (ANFPP). The Family Partnership Worker is responsible for maintaining high level standards of community practice, foster acceptance of the ANFPP model in the community and observe the Primary Health Care Service's policies and guidelines. The FPW is an identified position.

OVERVIEW OF DANILA DILBA HEALTH SERVICE (DDHS) AND THE WORK ENVIRONMENT

Background

Established in 1991, Danila Dilba Health Service (DDHS) is a community-controlled organisation providing comprehensive primary health care services to Biluru communities in the Yilli Rreung Region of the Northern Territory.

The mission of DDHS is to improve the physical, mental, spiritual, cultural and social wellbeing of its clients through innovative comprehensive primary health care programs that are based on the principles of equity, access, empowerment, community self-determination and inter-sectoral collaboration.

PRIMARY RESPONSIBILITIES:

Strategic Imperatives

- Awareness and understanding of DDHS strategic plan
- Contribute in developing and implementing strategies to meeting goals set in the provision of comprehensive primary health care to the Indigenous people of the Greater Darwin Area

Program Delivery

- Participates in Reflective Practice to align practice to ANFPP model.
- Maintains alignment with the client centered principles including modelling therapeutic relationships, change theory, self-efficacy, client centered, strength based and solution focused approaches.
- Contributes to team knowledge about referral resources that are appropriate to the goals of women participating in the program.
- Follows up referrals, provides ANFPP related information to potential clients and completes enrolments of eligible clients and their informed consent.
- Provides ongoing cultural information and participates in team-based discussion and decision making about care plans for women participating in the Program to support ANFPP team to build cultural understanding and capacity within the team.
- Provides additional assistance with communication and support to families as appropriate and assists the ANFPP team to develop and/or source culturally appropriate materials suitable for use in the Program.
- Conducts Client Feedback Surveys and checks-in with client at key milestones to seek feedback about the program from the client's perspective
- Maintains client confidentiality, privacy and dignity always and adopts relevant health data principles in program delivery.

Human Resources Management

- Participate in cross-cultural education as well as assist and participate in staff induction and orientation.
- Participate in work partnership agreements.
- Participate in relevant training and professional development activities to further enhance skills and knowledge required for the position.

Communication and Teamwork

- Maintain a positive work environment along with harmonious and cooperative relationships with fellow employees, management, and clients.
- Ensure all interactions with clients and staff show appropriate responses to their needs and demonstrate the application of DDHS' code of conduct.
- Contribute to the efficient and effective functioning of the workplace to meet organisational objectives. This includes demonstrating appropriate and professional workplace behaviours and aiding team members as required.
- Be responsible to maintaining your own professional work ethics and participate in staff meetings in a constructive manner.

Safe Practice Environment

- Conduct all activities in a manner consistent with national health accreditation standards, DDHS Occupational (Work) Health and Safety Policy and procedures.
- Proactively address WH&S hazards, incidents, and injuries.
- Regularly monitor and review practices and the work environment to ensure a healthy and safe workplace in accordance with DDHS policies and procedures and legislative requirements.
- Comply with established DDHS standards, policies and protocols including (but not limited to); cold chain management; infection control; and DD Medicines Guidelines.

Quality

- Actively participate in DDHS' Continuous Quality Improvement (CQI) processes to ensure improved quality and service delivery outcomes
- Implement and follow the DDHS incident and complaint investigation policies to ensure feedback drives service delivery improvements.

Information Management

- Comply with DDHS Privacy and Confidentiality of Health Information Policy.
- Ensure all documentation, records management and the health information system database are maintained and completed in accordance with established standards, policies, and protocols to ensure continuity of care.

Organisational Responsibilities

- Adhere to all organisational policies, procedures, standards, and practices e.g. Work Partnership Agreement; information and records management; confidentiality
- Act only in ways that advance DDHS objectives, values, and reputation and with honesty, integrity and good faith
- Other duties as required, consistent with skills and experience, as directed by the Supervisor.

SELECTION CRITERIA:

Essential:

1. Demonstrated recent experience working in a clinical practice or community health education program.
2. Communication and interpersonal skills with the ability to interact with Aboriginal people from diverse backgrounds as well as with people from a wide range of cultural and social backgrounds.
3. Awareness of and sensitivity to Aboriginal culture and history; and an understanding of social, health and wellbeing issues affecting Aboriginal and Torres Strait Islander families.
4. Ability to work independently, and as part of a team, with an ability to plan, manage and prioritise tasks and resources to deliver outcomes within time and budget considerations.
5. Ability to develop, coordinate and facilitate group and community-based activities in a timely and effective manner.
6. Ability to acquire family and social information to assist with family support needs and an understanding of confidentiality.
7. Demonstrated written skills in the preparation of detailed reports, general correspondence, and documentations, as well as demonstrated computer skills with the ability to enter information into client history notes; and,
8. Preparedness to undertake and complete all ANFPP training and other workplace training as required with a willingness to travel interstate for training.

Desirable:

1. Certificate qualification in Community Services or equivalent

Appointment Factors: (Appointment is subject to)

1. Fully Vaccinated against COVID-19
2. Willing to undergo a Police Check;
3. Ability to obtain a Working with Children Clearance (Ochre Card);
4. Current driver's licence, and
5. Current CPR and/or First Aid Certificate or the preparedness to gain one.

Approved:



Rodger Williams

Head of Operations

Date: 9 / 2 / 22

Created by:	Reviewed By:	Approved	Changes
General Manager - Palmerston		Chief Executive Officer	
	People and Culture, October 2020	Head of Operations, October 2020	Updated PD to ensure consistent operation/organisational information

