



Position description

Position title:	Health Promotion Coordinator - Central Australia
Location:	Alice Springs
Reports to:	Head of Health & Wellbeing
Supervises:	Family Health and Wellbeing team
Key Internal liaison:	CEO, Children's Ground; Head of Learning and Wellbeing; Director, Research and Evaluation; Director, People and Culture; Children's Ground staff
Classification:	SCHCADS Modern Award Level 6
Tenure:	Full time (38 hours per week) 12-month contract (a further contract may be offered subject to funding)

Background

The Children's Ground Approach is Australian designed with First Nations peoples. We are committed to systems change to ensure dignity, justice and equity for all children and families. Our work focuses on national reform as well as evidencing a new way of working. The Children's Ground Approach is a whole of community, whole of life approach. We partner with a community over the course of a generation, led by local expertise, vision and intelligence. Together, we create and deliver an integrated system that is centred on learning, development and wellbeing that responds to the child and their family through the key transition points from pre-birth to young adulthood. Our approach recognises the cultural, social and economic strength of communities and builds on this to equip children for opportunities locally, nationally and globally.

We celebrate First Nations children and families and back their vision and talent to transform their communities from extreme stress and economic disadvantage to communities of opportunity and wellbeing.

Children's Ground operates in Central Australia and across the Top End, with support provided by a Melbourne-based Shared Services team.

Position Summary

The Health Promotion Coordinator will work within a multi-disciplinary team that delivers the Children's Ground Family Health Model – *Health in the Hands of the People* - to improve the health and wellbeing outcomes for the community. The position will ensure delivery of key components of the framework.

This will include the recognition and support of local cultural knowledge systems and practices, and the agency of consumers. This position will support the Head of Health and Wellbeing in supervision of the team, on the ground coordination of working responsibilities and development and implementation of family health plans with individuals and families. The health team aims to create and deliver responses to population health needs with the local community. The team will work collaboratively with internal and external partners.



Key Responsibilities

1. Children's Ground Family Health Model

Under the direction of the Head of Health and Wellbeing, deliver the Children's Ground Family Health and Wellbeing Framework, Health in the Hands of the People, to improve the health and wellbeing outcomes for Central Australia

This includes, but is not limited to the following:

- a) With the community, develop, assess and monitor population health/health promotion priorities and manage and implement responses to create improved health and wellbeing outcomes for First Nations people across the region
- b) With the Health team deliver key components of the family health and wellbeing framework
- c) Support the integration of health and wellbeing into CG early childhood curriculum, daily learning and development initiatives for children aged 0-8 years. Including but not limited to:
 - Social and Emotional Wellbeing
 - Physical Health and Wellbeing
 - Nutrition
 - Oral Health
 - Environmental Health
 - Disease Prevention
- d) With the team contribute to the development and implementation of family/community health promotion initiatives as identified and prioritised by community including but not limited to:
 - Social and Emotional Wellbeing
 - Physical Health and Wellbeing
 - Nutrition
 - Oral Health
 - Environmental Health
 - Disease Prevention
 - Health Literacy and Access to health services
- e) Development, implementation and coordination of family health and wellbeing plans
- f) Ensure health and wellbeing initiatives are available in first language and support local cultural knowledge, life and lore.
- g) Support and develop where relevant Health Promotion initiatives in the region, working with local community, local health providers and cultural health services
- h) Provide support to local first nations people to navigate the public/private health system so that it is more effective, efficient and culturally safe for local first nations people to access health services
- i) Support local first Nations people to advocate for appropriate and integrated health service delivery within the CA region
- j) Oversee and coordinate ongoing COVID prevention and response work

2. Local Community Agency and respect for local cultural knowledge and life



- a) Meet regularly with local people and elders to discuss local aspirations, to inform the directions and responsibilities
- b) Liaise with local people in relation to activities to ensure that our operations do not undermine and actively promote local cultural knowledge and practice
- c) Encourage and support all families, valuing their ideas, strategies and aspirations
- d) Work in partnership with Akeyulerre to deliver First Cultural health and wellbeing

3. Program Design, Standards and Implementation

- a) With the Family Health and Wellbeing team, support an outreach to service the region, providing access to all families
- b) Work with the learning team to ensure all children have a comprehensive learning and wellbeing plan that includes their social and emotional wellbeing needs and development support
- c) Coordinate the development of individualised and family based health plans
- d) Share knowledge of leading practice, referring to national and international practice and research
- e) Provide support and supervision to the team as requested
- f) Participate in regular professional supervision, team meetings and team planning session

4. Operational systems and standards

- a) Ensure documentation, policies, procedures, systems and standards are in place with clear compliance to meet the regulatory and other needs of CG
- b) Ensure security of information for consumers
- c) Ensure review and monitoring of standards on a regular basis
- d) Ensure all activities are delivered with quality and integrity.
- e) Operate within the requirements of Children's Ground philosophies, policies and procedures as well as regulatory requirements

5. Information and data systems, monitoring and reporting

- a) Ensure user data and information is being recorded to meet the monitoring and evaluation needs of the Family Health and Wellbeing team
- b) Contribute to assessments and relevant research in consultation with the Director of Research and Evaluation
- c) Support the development and management of a library of resources from within and outside of community including videos, books, papers, etc.
- d) Maintain confidential, organised and up-to-date files relating to people
- e) Prepare reports as requested

6. Quality & Risk Management

- a) Ensure all activities are delivered with quality and integrity



- b) Ensure risk management policies and systems for the functions are up to date
- c) Operate within the requirements of Children's Ground philosophies, policies and procedures as well as regulatory requirements

7. Relationships

- a) Develop and maintain relationships with key partners including local organisation
- b) Maintain strong joint working relationship across Children's Ground operations
- c) Represent Children's Ground in key meetings as requested
- d) Be flexible to support the broader CG team and operations to meet strategic and operational goals.

8. Contribute to Children's Ground

- a) Be a positive, innovative and active member of the Children's Ground team
 - b) Contribute to strategic planning, organisational development, management work plans & policy formation.
 - c) Support a strong, connected, respectful and supportive organisation.
 - d) Participate in professional development programs offered by Children's Ground
 - e) Participate in local language classes and practice its use in interactions with Arrernte people, with a view to developing at least basic level of language competence
 - f) Undertake other tasks as requested to support the delivery of Children's Ground
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Additional Duties

The Health Promotion Coordinator shall:

- a) Maintain safe working conditions and practices in line with Occupational Health and Safety policies;
 - b) observe and carry out all lawful directions in relation to the performance of the duties and functions under this Contract;
 - c) disclose any financial or other interest relating to the business of Children's Ground in accordance with the Act or which conflicts or may conflict with the discharge of the duties or functions of the office and comply with any reasonable direction given by the Employer in respect of that interest; and
 - d) devote the whole of their professional effort to their employment and not hold any position or take on any activities, which may in any way be seen to conflict with the duties or functions under this Contract unless approved by Children's Ground Ltd.
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Work Health and Safety

This role will require working regularly in outdoor conditions, sitting, standing and moving around in outdoor settings, including getting in and out of motor vehicles and remote location work.



Key Selection Criteria

Essential

- Relevant Degree/qualification or equivalent work experience
- Significant experience and expertise and demonstrated success in health promotion
- Understanding and/or experience working with First Nations communities and the strengths and key issues facing First Nation people
- Excellent communication and interpersonal skills, both verbally and written
- Ability to work in a flexible team environment
- Current Drivers Licence, OCHRE card and National Police Clearance

Desirable

- Experience working in a start-up environment
- Demonstrated knowledge, skills, and experience in an NGO or community development organisation