



FRESH HOPE ASSOCIATION INC.

JOB DESCRIPTION

Position Title	AOD Counsellor –Part Time
Location	40 Km from Toowoomba, Queensland
Last Reviewed	June 2010

About Fresh Hope Association Inc.

The Fresh Hope Association Inc. (Fresh Hope) had its beginnings as a voluntary organisation. It was established in 1999 as the first alcohol and drug service on the Darling Downs.

Fresh Hope came into being in 1999 and for the first six months took both male and female clients. At the beginning of 2000 Fresh Hope recognised the need to work solely with mothers and their children, whereby providing a safe home environment for the family to recover.

Fresh Hope is the first in Queensland to keep the family together during the 12 month program. This unique rehabilitation program recognises that the added strain placed on mothers separated from their children while undergoing rehabilitation is a major barrier to a successful lifelong recovery. Fresh Hope also recognises the stress placed on children removed from the mothers care when they have already experienced trauma and are in need of help.

The Fresh Hope program provides a professional standard of treatment and education within a Therapeutic community environment. Over the years the organisation has developed a follow up program enabling the mothers and their children to remain in a family environment long after graduation.

Philosophy of the Fresh Hope Association Inc.

We at Fresh Hope have found that many of the problems associated with substance abuse began in family and therefore need to be healed in a family environment. By providing a safe home for the families we are able to work both with the mother and her children, whereby breaking the generational cycle of substance use.

Our programs are designed to enhance the whole family. While the Fresh Hope Program has a serious purpose, fun and enjoyment plays a key role in the rehabilitation process. Camping, fishing, and horse riding are regular activities shared by residents, volunteers and 'friends' of Fresh Hope. Family BBQs, Graduation Nights, and birthdays are great occasions for fun and interaction.

Fresh Hope Association Inc. Values

- **Offer hope** to a generation of mothers and children suffering drug and alcohol abuse by providing a family style rehabilitation home
- **Empower** mothers to develop a drug free, healthy lifestyle
- **Break** the generational cycle of addiction and abuse by keeping children with their mothers
- **Prevent** the emotional trauma of separation between mother and child

Fresh Hope believes that separating mothers from their children for drug/alcohol rehabilitation is detrimental to both the mothers and their children's success. When mothers and children enter Fresh Hope, they become part of the Fresh Hope family. Like any other family the members of the Fresh Hope family learn to balance chores, children, work and play.

The Fresh Hope Vision

Vision:

To offer Fresh Hope in a loving and caring family environment to mothers, suffering from drug and alcohol abuse, and their children, who have lost hope.

Mission statement:

To provide education and suitable programs for mothers suffering drug and alcohol abuse and to provide them and their children the opportunity to find their destiny in life and achieve their goals in a healthy and drug free environment, thus breaking the generational cycle of addiction and abuse for future generations.

Objectives:

- To assist mothers in leading an addiction free life
- To form and maintain the bond between mother and child during rehabilitation, establishing effective parental involvement within family models
- To assist each mother to develop a work ethic and enhance their life skills, enabling them to become effective community members
- To assist mothers and children to develop healthy, wholesome friendships with peers, developing skills for future healthy relationships

Working Relationships

This position reports to the Senior Counsellor and/or Executive Director.

Key Responsibilities and Tasks

Service Delivery

- facilitate one on one counselling, therapeutic and community groups
- support house parents in their role, overseeing house responsibilities, and facilitate the maintenance of the Therapeutic Community process
- provide crisis counselling and group support to residents
- negotiate and facilitate the necessary supports to assist clients to achieve their goals, and promote links to networks and community inclusions
- actively and constructively participate in discussion and problem solving activities aimed at resolving issues affecting individual or community functioning
- behave ethically and function collaboratively as a member of the Fresh Hope Association multi-disciplinary staff team to create and maintain an optimal therapeutic environment
- relate to mothers and children in a manner which is relevant and appropriate to their developmental and cognitive level of functioning
- maintain a positive, consistent, caring approach when working with at risk individuals and their issues maintaining their integrity, stability and safety

Service Performance

- maintain effective record keeping on all clients including the maintenance of comprehensive databases, and regular and timely updating of all client files
- contribute to the monitoring of service performance as required
- contribute to the generation of service reports as required

Quality

- participate in program evaluation and quality assurance activities including data collection, monitoring of outcomes, meeting of performance indicators, accreditation activities and other quality related initiatives
- maintain personal and professional development, by actively and constructively participating in both individual and team training and development activities, and regular clinical and personal supervision
- participate in personal evaluation initiatives including performance appraisals

Health & Safety

- work in a healthy & safe manner and encourage others to do the same
- be aware of and adhere to WH&S policies and procedures
- participate in any required training
- report or rectify any unsafe conditions which come to their attention
- report all incidents or injuries to the Workplace Health & Safety Officer

Other

- provide cross-cover for other staff as required
- undertake other duties relevant to the grade of the position as required

Terms and Conditions of Service

As laid down in the contract.

This job description may be amended by management through consultation with the post holder in order to reflect changes in, or to, the job.

Review

The responsibilities of this post will be reviewed in consultation with the post holder at three months, six months, nine months and then on an annual basis.

Review date:

Job Description: Approved by: _____ Date: _____
Title: _____

Agreed by: _____ Date: _____
(Job Holder)