

Position Description

Position Title:	Suicide Prevention Manager, Aboriginal Engagement Southern NSW (Identified position)
Responsible to:	Day-to-day accountability to the Program Manager Suicide Prevention SE NSW
Responsible for:	Nil direct reports
Location:	Moruya or Queanbeyan
Status:	Full time with a willingness to work after hours as required
Hours:	38 hours per week
Salary Range:	Commensurate with skills and experience
Conditions:	<p>This position is identified as requiring an incumbent that identifies as an Aboriginal or Torres Strait Islander person. This is a genuine occupational qualification and is authorised by Section 14 (d) of the Anti-Discrimination Act 1977, NSW.</p> <p>Contract to 30 June 2023 National Employment Standards Employment Contract Company policies and procedures</p>
Remuneration & Benefits:	<p>Base salary plus superannuation at statutory rate Salary packaging up to \$15,900 per annum Professional development opportunities Flexible work practices</p>
Probity Checks:	<p>Reference Checks National Criminal Record Check Qualifications / Certifications required for position</p>
Level of Delegation:	In line with Delegations Policy
<p>ORGANISATIONAL CONTEXT</p> <p>COORDINARE is the Primary Health Network for South Eastern NSW supporting primary care in the region to be person centred, safe and high quality, comprehensive; population orientated; coordination across all parts of the health system. COORDINARE provides a unique blend of private and public perspectives and innovative thinking which aims to ultimately transform the health of people in the region.</p> <p>COORDINARE has adopted a business model that is data-driven, using clinical expertise and consumer feedback, to determine local needs and design initiatives that improve health outcomes, achieve better patient experiences, enhance provider satisfaction, and deliver value for money. Using population health data, working closely with our GP-led Clinical Councils, our Community Advisory Committee and through our strategic alliances with the Local Health Districts, we set clear local priorities as well as identify strategies to implement the national priorities locally.</p> <p>COORDINARE works at four levels within the health system to achieve person centred care:</p> <ol style="list-style-type: none"> 1. Involving consumers in decision-making both at an individual level – around people’s own health, treatments, and illness-management and at an organisational level – around policy development, service design, delivery and evaluation. 	

2. **Supporting general practice** as the cornerstone of primary care
3. **Working within local communities** to ensure services improve outcomes for at-risk, high needs groups
4. **Building system enablers and designing service improvements** to optimise pathways for patients and coordinate their care.

COORDINARE commissions services, in line with our Commissioning Framework, focusing on those most at risk of poor outcomes, rather than providing services directly. Commissioning involves a strategic approach to purchasing services from providers, using information gathered from our Needs Assessments and analysis of local provider markets. Our approach to commissioning also involves ongoing and collaborative relationships with service providers, working together to design initiatives and ensure that contracted deliverables and quality outcomes are met.

This position is jointly funded by Southern NSW Local Health District and COORDINARE.

Purpose

This role is responsible for working with members of Aboriginal communities across Southern NSW and the Southern NSW Suicide Prevention Partnership, to develop a plan to reduce the number of deaths by suicides and attempts within Aboriginal communities and commence its implementation of the plan. The position will be a member of the SE NSW Suicide Prevention Team.

KEY ACCOUNTABILITIES

- **Engage and partner** with lead representatives from key agencies to plan the implementation of evidence-based approaches to suicide prevention for Aboriginal people in the Southern NSW region.
- **Work collaboratively with key internal stakeholders** to ensure mental health, suicide prevention, and community engagement plans are aligned or mutually reinforcing.
- Provide **project management, planning, and implementation support** to ensure delivery of suicide prevention activities within timeframes and resources agreed by the Aboriginal Advisory Group.
- Develop mechanisms and an environment that encourages and supports **Aboriginal people with lived experience to co-design and be actively involved** in all aspects of local planning and implementation of suicide prevention activities.
- Oversee implementation of **specific communication strategies** to create awareness and an understanding of local suicide prevention planning for Aboriginal people through the Southern NSW Suicide Prevention Partnership, to ultimately ensure this planning is supported.
- Continually **monitor factors** within the Aboriginal community that contribute to increased suicide risk and support local Aboriginal Community Controlled organisations and relevant committees and working groups to address these risks, through utilisation of Aboriginal lived experience expertise and evidence informed practice.
- Provide **timely advice and reports** to the Southern NSW Suicide Prevention Partnership, the Implementation Committee of the SE NSW Regional Mental Health and Suicide Prevention Strategy, and PHN management on the development and implementation of the suicide prevention plan for the Aboriginal community within Southern NSW ensuring it meets agreed timeframes, objectives and budget.
- **Facilitate local governance arrangements** through agreed working groups and meeting structures.
- Facilitate the **sharing of learning and practice within Aboriginal communities** with Southern NSW Suicide Prevention Partnership members.

- Ensure all **activities are regularly monitored** and evaluated in partnership with Southern NSW Suicide Prevention Partnership members.

KEY RELATIONSHIPS

- Internal – Program Manager Suicide Prevention SE NSW, Project Manager Suicide Prevention Southern NSW, Community Engagement Consultant, Bushfire Recovery Coordinator, Service Development & Performance Manager - Aboriginal Health, Service Development and Performance Manager – Mental Health, Mental Health Peer Coordinator, Project Manager for Suicide Prevention Illawarra Shoalhaven, Lived Experience Coordinator Illawarra Shoalhaven, Manager Population Health Information, Health Coordination Consultants and Director Engagement and Coordination
- External – Aboriginal and Torres Strait people and communities throughout Southern NSW, members of the Southern NSW Suicide Prevention Partnership, key staff within SNSW LHD including the Aboriginal Health Director and Towards Zero Suicides Coordinators, people with lived experience of suicide, other relevant groups such as Emergency Department staff, Emergency Services (e.g. Police, Ambulance), Local Government, Non-Government Organisations, health professionals/groups identified as relevant, local businesses and members of the community

KEY CHALLENGES

- Ensuring Aboriginal members of the Southern NSW Suicide Prevention Partnership are provided with sufficient support to enable them to achieve outcomes regarding suicide prevention within desired timeframes.
- Supporting implementation of a more collaborative way of working with a range of service providers and interested community members to meet agreed priority health outcomes relating to suicide prevention.
- Having oversight of Aboriginal-specific suicide prevention initiatives within the Southern NSW Suicide Prevention Partnership ensuring that they remain on track and achieve desired outcomes.
- Ensuring the Aboriginal Advisory Group and related working groups or committees simultaneously operate within agreed timeframes and are provided adequate support to remain on track and achieve desired objectives.
- Adapting role to ensure the suicide prevention needs of Aboriginal communities in Southern NSW are met while Commonwealth and NSW suicide prevention policy and funding landscapes are evolving.
- Maintaining personal resilience and commitment to outcomes whilst developing and maintaining strategic relationships with key stakeholders and interest groups.

SELECTION CRITERIA

Essential:

1. Identifies as Aboriginal or Torres Strait Islander. This is a genuine occupational qualification and is authorised by Section 14 (d) of the Anti-Discrimination Act 1977, NSW.
2. Relevant tertiary qualifications (or commenced studies/willingness to obtain tertiary qualifications) and demonstrated knowledge and experience of issues affecting Aboriginal people (preferably in the Southern NSW Region) in the field of social and emotional wellbeing, mental health, community development, or social work.
3. Proven stakeholder and relationship management experience working collaboratively within Aboriginal communities, and managing competing demands.

4. Highly developed interpersonal, communication, and facilitation skills including the ability to influence and negotiate outcomes within Southern NSW Aboriginal communities.
5. Proven project management skills in complex, specialised environments.
6. Demonstrated high-level organisational skills, the capacity to complete several tasks concurrently to achieve competing deadlines.
7. Sound knowledge and experience of social, cultural, political and health issues affecting Aboriginal people, families, and communities in the region.
8. Knowledge of contemporary issues relating to suicide prevention for Aboriginal and Torres Strait Islander communities within Australia and indigenous communities internationally.
9. Personal qualities include integrity, flexibility and adaptability, results focus and a commitment to work collaboratively to achieve innovative and practical solutions within the field of suicide prevention.
10. Highly developed computer skills including proficiency in MS Office applications, the ability to understand and use clinical information systems and learn new computer applications.
11. Current NSW driver's licence, access to a comprehensively insured motor vehicle and a willingness to travel as part of this role.

As the incumbent of this position, I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.

Employee Name: _____ Employee Signature: _____ Date: _____

Manager's Name: _____ Manager's Signature: _____ Date: _____

Date	Version No.	Author	Approved by	Reason for update
July 2021	1	Director Engagement and Coordination		New