



POSITION DESCRIPTION

Position Title:	Vietnamese Community Health Worker & Program Assistant
Division:	BBV&STI Program
Salary:	SACS Award Level 4.1 depending on experience + 9.5% super + salary sacrifice options
Appointment:	Part-time 4 days a week, fixed term contract until the 30 th of June 2021, extension subject to funding
Reports to:	Program Manager, BBV&STI Program
Start Date:	By negotiation
Application Deadline:	14 January 2019

The Ethnic Communities Council of Queensland (ECCQ)

ECCQ has been established for over 40 years as the peak body in Queensland for ethnic communities and cultural diversity. ECCQ acts as a strategic mechanism for the empowerment of people from diverse ethnic and cultural backgrounds through policy research and development, sector collaboration and community education and training around leadership, and better health outcomes.

ECCQ is involved in a number of activities advocating issues such as housing, homelessness, access to interpreters, employment, child safety, health and aged care.

About the program

The BBV&STI Program at ECCQ is funded by Queensland Health to provide BBV&STIs prevention and management services to people from culturally and linguistically diverse (CALD) backgrounds, including migrants and refugees. The Program consists of two stand-alone but also interlinked programs: the CALD Prevention, Testing and Awareness Program for people from, or with close connections to people from countries with high BBV prevalence, and the CALD Management and Treatment Program for people living with HBV and/or HCV. The Prevention, Testing and Awareness Program aims to reduce infections of BBV&STIs in CALD populations, and the Management and Treatment Program aims to support and improve access to care for people affected by hepatitis B and/or C.

Purpose of the position

The Vietnamese Community Health Worker will work primarily within the CALD Management and Treatment program to assist in developing and implementing an early intervention, peer-based model in South East Queensland to support the people diagnosed with viral hepatitis, in particular chronic hepatitis B, from the Vietnamese community.

Key responsibilities

- Establish, expand and maintain networks with key stakeholders including liver clinics, GPs from a Vietnamese background, the Vietnamese community and people affected by viral hepatitis B and/or C in South East Queensland.
- Organise viral hepatitis education sessions for the Vietnamese community including people affected by viral hepatitis B and/or C.
- Provide accurate hepatitis information and support to people from the Vietnamese community who are affected by viral hepatitis B and/or C through a range of communication channels such as phone, email, face-to-face (individual or group), clinics and social media if appropriate.
- Organise and conduct health promotion activities for the Vietnamese community.
- Promote BBV&STIs messages through the Vietnamese media, including newspaper and radio
- Participate in team work including health promotion events, particularly during World Hepatitis Day and World AIDS Day.
- Assist Fibroscan services including organising appointments and patient education.
- Manage program resources.
- Assist in resource development, in particular Vietnamese resources.
- Manage database for Vietnamese clients.
- Timely report of the issues identified.
- Attend training, team meetings and other meetings as required.
- Collect data for evaluations as required.
- Provide reports and documents as required.
- Strictly maintain confidentiality of clients.

Selection Criteria

(All selection criteria MUST be addressed for applications to be considered. Please note the criteria are not listed in order of priority).

Essential

1. Demonstrated knowledge and understanding of BBV and STI issues, in particular viral hepatitis in the Vietnamese community.
2. Demonstrated good organisational skills.
3. Good communication and interpersonal skills, including speaking, reading and writing in both English and Vietnamese.
4. Demonstrated experience or ability to engage effectively with clients and stakeholders.
5. Demonstrated ability to work autonomously in a small team environment, and to meet deadlines.
6. Demonstrated ability in using Microsoft Office Suite.
7. Currently hold, or be eligible to obtain a Blue Card.

8. Possess a current driver's license in Australia and a vehicle with comprehensive car insurance.
9. Must have a tertiary qualification in health related area.

Other requirements

- Work outside normal business hours is required.
- Inter-state travel is required.
- Australia citizenship, permanent residence visa or valid working visa.

People with hepatitis B or C are encouraged to apply.

How to apply

Please email your applications to health@eccq.com.au by 14 January 2019. Your application should include:

- A cover letter
- Your Resume
- A statement addressing all selection criteria
- Contact details of three professional referees

For more information about this position please contact the Program Manager on (07) 3255 1540 during business hours.