

Position Description

Position Title:	Alcohol and Other Drug Clinician
Reports to:	Program Manager, Goulburn Valley Alcohol and Drug Service (GVADS)
Department:	Goulburn Valley Alcohol and Drug Service
Directorate:	Community Care and Mental Health
Cost centre:	M0755
Code & classification:	Welfare Worker Class 3A, Years 1 – 5 (WW25 – WW29)
Employment conditions:	Allied Health professionals (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2021-2026 and GV Health Policies and Procedures (and as varied from time to time).

GV Health is an equal opportunity employer and continually strives to build a diverse, equitable and inclusive workforce that reflects our community. We encourage applications from people of all backgrounds.

Statements included in this position description are intended to reflect in general the duties and responsibilities of the position. It is not intended to be an exhaustive list of responsibilities, duties and skills required. GV Health may alter the duties of this position description if and when the need arises. Any such changes will be made in consultation with the affected employee(s).

POSITION SUMMARY

The Goulburn Valley Alcohol & Drug Service (GVADS) is based in the West Hume region of Victoria, and provides a range of services to support consumers and their families who are affected by alcohol and drugs. GVADS prides itself on delivering client-centred care and aims to enhance the patient experience through improved service access, meeting growth in demand, implementing innovative service models and ensuring workforce flexibility.

The service is delivered by an integrated team from three consortium partners: Goulburn Valley (GV) Health, Odyssey Victoria and The Salvation Army Australia. Programs offered include assessment, counselling, care & recovery, therapeutic day rehabilitation and withdrawal. GV Health also provide integrated addiction medicine services to complement the GVADS consortium.

The Alcohol & Other Drugs (AOD) Clinician is a member of the GVADS multidisciplinary team that focuses on embedding contemporary models and approaches in the alcohol and drug field that underpin a recovery-oriented service model. The AOD Clinician is responsible for providing high quality, evidenced based and effective AOD services for GVADS clients within an integrated assessment and intervention service model. Interventions can include individual counselling, care and recovery coordination, family work and group facilitation and will be based on an individual, outcome-focused treatment plan that is responsive to the client's needs and goals.

The AOD Clinician reports directly to the Program Manager of GVADS. Clinical supervision and support is provided by the senior AOD counsellor or other arrangements as required.

RESPONSIBILITIES AND DUTIES

The following duties are inclusive of but not limited to

- The AOD Clinician will support the interdisciplinary GVADS team by providing assessment, care and recovery coordination, counselling and group facilitation. The AOD Clinician works in collaboration with all AOD service streams and with related sectors to facilitate seamless and integrated treatment pathways for complex clients.
- The AOD Clinician plays a critical role in clients' transitions through the AOD service phases, from intake and assessment through to engagement with treatment and longer-term recovery services, working closely with internal and external service providers to ensure an integrated and seamless pathway to assist clients to remain on their treatment plan.
- The AOD Clinician applies professional knowledge and judgement when performing novel, complex or critical tasks related to reducing alcohol and other drug-related harms to individuals, significant others and their families by providing treatment planning, goal setting and a range of counselling interventions. These aim to assist clients and their family members to change harmful behaviours, increase their capacity to effectively manage the difficulties associated with problematic alcohol and other drug use and promote recovery.
- The AOD Clinician works with complex clients to develop holistic, long-term recovery plans focusing on recovery from problematic substance disorders and promoting health, wellbeing and social connectedness to achieve outcomes that will sustain positive and ongoing behaviour change.
- The AOD Clinician provides liaison, consultation, support, case management and a range of interventions for individuals, significant others and family members experiencing alcohol and other drug-related problems.
- The AOD Clinician will deliver services on-site (inclusive of community and hospital settings) and to individuals' homes and other outreach settings across the Goulburn Valley catchment and surrounding towns.
- Record client data on the electronic client information systems within compliance timelines
- Follow the requirements in reporting of hours worked, leave applications, etc.
- Carry out duties as per relevant duty routines

KEY SELECTION CRITERIA

Formal Qualification(s) and Required Registration(s):

- Certificate IV or Diploma in Alcohol and Other Drugs;
- A relevant tertiary qualification (for example: Health, Welfare, Psychology or Counselling) and completion of the four core competencies in AOD (or able to complete within the first 12 months of employment); OR
- Additional post-graduate qualifications in AOD and/or experience or specialist knowledge in one or more relevant areas, i.e. family therapy, mental health, forensic care, trauma-informed care, are desirable.

Essential:

- Experience working in and knowledge of the Alcohol and other Drug sector, with a broad understanding of relevant primary and community services;
- Knowledge and capacity to undertake comprehensive AOD assessments and implement high-quality, outcome-focused interventions for people with substance use issues;

- To display the ability or understanding of AOD screening and assessment of substance use/withdrawal and the principles of an integrated mental health and AOD treatment approach;
 - Knowledge and capacity to integrate best practice principles and therapeutic frameworks in AOD clinical practice;
 - High-level case management skills with demonstrated ability to engage people experiencing complex issues and access and integrate specialist supports as required;
 - Demonstrated ability to work within a team and maintain respectful, collaborative working relationships with all stakeholders;
 - Current unrestricted Driver's Licence.
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KEY PERFORMANCE INDICATORS

Your performance will be measured through your successful:

- Demonstration of GV Health values and behaviours, being a role model for living the values, Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
 - Development and maintaining of collaborative relationships with all other teams and professionals;
 - Promoting and enabling of efficient teamwork and service provision both within the department and/or organisation and with other service providers;
 - Ability to contribute to a safe working environment and ensure compliance with legislative requirements concerning Occupational Health and Safety, anti-discrimination, and equal opportunity;
 - Perform duties within the scope of practice of the role;
 - 100% compliance with AOD recording and reporting requirements to meet individual and organisational targets;
 - Attendance and active participation at meetings as required;
 - 100% compliance with training requirements as per the GV Health Education Framework;
 - Active participation in the Performance and Development review process
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AT GV HEALTH ALL STAFF ARE REQUIRED TO

- Demonstration of GV Health values and behaviours, being a role model for living the values, Compassion, Respect, Excellence, Accountability, Teamwork and Ethical Behaviour;
- Maintain an understanding of individual responsibility for consumer safety, quality and risk and adhere to the relevant policies, procedures and guidelines;
- Development and maintaining of collaborative relationships with all other teams and professionals;
- This role may from time to time deal with distress, anxious or upset consumers or members of the public. GV Health is committed to the physical and psychosocial safety of our staff. GV Health staff are required to comply with all safety related training, look after the safety and well-being of themselves and each other, and actively foster a safe working environment;
- Maintain a safe working environment for yourself, your colleagues and members of the public;
- Identify, report and manage risks and ensure actions are taken to prevent and minimise harm to consumers and the GV Health workforce;
- Contribute to organisational quality and safety initiatives;
- Observe and comply with child safe principles, standards and expectations of appropriate behaviour toward and in the company of children;
- Complete the mandatory training requirements as defined by GV Health and actively engage in the Performance Development Review process;

- Minimise the risk of infection to consumers, residents, employees, visitors, contractors and the general public;
- Seek internal customer or consumer feedback and respond accordingly to identify areas of needs;
- Comply with requirement of National Safety and Quality Health Service Standards and other relevant standards, regulations and legislative requirements;
- Comply with the principles of patient and family centred care;
- Not smoke or vape on GV Health premises;
- Comply with immunisation requirements as per the Department of Health Victoria;
- Comply with all applicable to position pre-employment checks, which may include but is not limited to; police checks, working with children's check (WWCC), National Disability Insurance Scheme (NDIS), Aged Care screening requirements.

ACCEPTANCE:

I acknowledge and accept that this Position Description represents the general outline of duties, responsibilities and accountabilities that are expected of me in my employment in the position, and may not encompass every aspect of the position. I understand that The GV Health reserves the right to modify position descriptions as required, however I will be consulted when this occurs.

I acknowledge and accept that I must complete and maintain all relevant pre-employment screening and checks for successful employment.

I acknowledge and accept that that I have read and fully understand this Position Description. I agree that I have the ability to fulfil the inherent requirements of the position, and accept my role in fulfilling the responsibilities, activities, duties and generic position requirements.

I acknowledge I will be required to undertake the duties as set out in the position description (and any other duties as requested in accordance with my skills and experience) to the best of my ability and, at all times follow lawful direction.

By accepting the contract of employment, I am agreeing to duties and obligations within the Position Description.

Community Care and Mental Health

Alcohol and Other Drug Clinician

Reviewed by:

Program Manager, Goulburn Valley Alcohol and Drug Service (GVADS)

Issue Date:

March 2026

ABOUT US

Goulburn Valley (GV) Health is a Regional Public Hospital and Health Service for the Hume Region of Victoria, with main campuses located at Shepparton, Tatura, Rushworth and Euroa. The main campus in Shepparton is the major acute referral hospital for the sub region. Additional satellite sites are also located in Shepparton, Seymour, Benalla, Cobram, Echuca and Wodonga. GV Health provides a range of acute, subacute, mental health, aged, primary health and community services.

OUR PURPOSE

To significantly improve the health and wellbeing outcomes and experiences of the people and communities in our care.

OUR VALUES

GV Health's culture centres around our CREATE values and behaviours. Through these values and behaviours we commit to delivering ongoing quality healthcare for our community:



GV Health Vision and Values: [Values and Vision - GV Health](#)

OUR STRATEGIC PLAN

The **Goulburn Valley Health Strategic Plan 2024-2026** provides the direction for GV Health with our five strategic pillars being:

- Health and Wellbeing Outcomes: Improve health and outcomes for the population in our region
- Community and Consumer Experience: Ensure everyone has an outstanding personalised experience
- Our Staff Experience: Our people feel connected, supported, safe and well
- Responsible Workplace: Be sustainable and efficient
- Health Equity: Embrace differences in how we design and deliver healthcare

GV Health Strategic Plan: [Strategic Plan 2024-2026 - GV Health](#)

FOR MORE INFORMATION

Application tips: [Application Tips - GV Health](#)

GV Health: <https://www.gvhealth.org.au/about/>

Child Safety and Wellbeing: [Child Safety and Wellbeing - GV Health](#)

Living in Goulburn Valley: [Goulburn | Regional Living Victoria](#)

GV Community Connector: [Community Connector Program for Businesses](#)