

Position title	Program Worker
Location	WA Branch
Reports to	Regional Manager/ Chief Operating Officer where required.
Direct Reports	Nil
The primary purpose of the position	<ul style="list-style-type: none"> • Delivery of GROW's adjunct programs in the roll out of Operation Resilience to the local Defence Community: 4 x Growing Resilience to be delivered both face to face and online. 2 x Get Growing Programs • Support the growth of the local GROW community including group support and leadership development. • Roll out of defence specific pilot GROW group to determine efficacy including the training of Defence Peers • Complete all administrative duties as required including service data user experience surveys. • Participate in program CoPs for ongoing improvement and supervision. • All other duties as required
GROW Teams	<ul style="list-style-type: none"> • Staff Team

ABOUT GROW

GROW is a national community-driven organisation specialising in mental health peer-to-peer support developed from the lived experience of recovery. Our programs are designed for people to take back control of their lives, overcome obstacles and start living a life full of meaning, hope and optimism. GROW offers the opportunity for people to share challenges and solutions for recovery in a supportive and structured way within the context of a caring, sharing community.

Our Vision

GROW is widely recognised as the premier provider of intentional peer to peer support to promote hope, mutual help and recovery for good mental health for people throughout Australia.

Grow Mission

We enable people and communities to grow, recover and maintain good mental health.

Our Values

Personal responsibility, Personal value, Friendship, Mutual help and Community.

Key Accountabilities and Responsibility

KEY ACCOUNTABILITIES	RESPONSIBILITIES
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Leadership	<ul style="list-style-type: none"> • Support GROW leaders to encourage, animate and develop the leadership from within their community. • Encourage and enable GROW's consumers to participate in group support, training activities and social activities. • Provide direct support, coaching and mentoring to Grow Program Organisers in the development and maintenance of a caring, sharing community. • Build intentional peer to peer support in all GROW programs including Grow Program, Get Growing, Growing Resilience, and other services as developed.
Compliance and Quality Management	<ul style="list-style-type: none"> • Ensure activity data is accurate, collected and submitted in a timely way to funders and Grow Teams • Ensure all policies and procedures are implemented. • Ensure all GROW leaders are educated in policies, procedures, and responsibilities. • Actively participate in and contribute to workplace quality improvement activities. • Receive complaints/compliments from participants and work with the appropriate teams to resolve. • Comply with all relevant legislation, regulations and policies and procedures, including Code of Conduct and workplace health and safety standards. • Work within delegations of position. • Maintain confidentiality of information pertaining to all participants and GROW. • Demonstrate high standards of personal and professional behaviour
Safety	<ul style="list-style-type: none"> • Champion the importance of every person's physical, mental & emotional well-being; hold others accountable to this ethos. • Lead by example, in the management of work and personal life. · Manage personal health to ensure fitness for work.

	Required	Highly desirable
Qualifications	<ul style="list-style-type: none"> Qualifications in Mental Health, Youth Services, Education and Training, or Peer Support Group Work/Community Development OR Knowledge and experience from previous roles and/or study with a combination of experience, expertise and competence A Police Certificate is required in accordance with relevant legislation and Grow policy.. Current Driver's Licence. Current First Aid Certificate. Evidence of Australian citizenship or current working visa. 	Undergraduate qualification in social of behavioural sciences substantial experience.
Experience	<ul style="list-style-type: none"> Demonstrated ability to work independently, planning managing and delivering services using good time management and working Experience in the development of working relationships and active networks with other providers and funders and key stakeholders. Intermediate skills in Microsoft Office Suite (must have excel) and demonstrated ability to learn other computer programs as required. 	<ul style="list-style-type: none"> Experience in consumer-led decision making Demonstrated ability to work within a vibrant caring team. Demonstrated high level of verbal, written and interpersonal communication skills. Experience in the maintenance of good working relationships with other providers and funders and key stakeholders. Experience in facilitating small groups
Knowledge	<ul style="list-style-type: none"> Demonstrated strong knowledge and experience of recovery 	<ul style="list-style-type: none"> Demonstrated understanding of continuous quality improvement.

	<p>orientated mental health services</p> <ul style="list-style-type: none"> • Knowledge of peer to peer t programs • Demonstrated ability to manage time effectively and carry tasks through to completion. 	Knowledge of program activities and work practices relevant to GROW.
Skills	<ul style="list-style-type: none"> • Demonstrated ability to use your lived experience with mental illness or other life challenges in your approach to your role and interaction with staff and Grow participants. • Ability to work under limited direction 	Experience in using digital tools for document management and program delivery

EMPLOYEE DECLARATION

I have read and understood that the statements are a description of the functions assigned my position.

Click or tap here to enter text.	TYPE YOUR NAME HERE	Click or tap to enter a date.
Applicant/ Employee Name	Signature	Date