

## POSITION DESCRIPTION

### 1. POSITION SUMMARY

<b>Position Name:</b>	Migrant Sex Worker Peer Educator
<b>Date Updated:</b>	December 2008
<b>Employment Status:</b>	Permanent Part Time (fixed 12 month position)
<b>Program Name:</b>	RhED
<b>Immediate Supervisor:</b>	Coordinator – RhED Program
<b>Closing Date:</b>	20 March 2009

### 2. OUR ORGANISATION

The Inner South Community Health Service (ISCHS) is a multi-sited community health agency providing a comprehensive range of health and welfare services to the communities of Prahran, St Kilda, South Melbourne and Port Melbourne. Approximately 235 staff work in multi-disciplinary teams to deliver programs and services across four key service locations: SouthPort (in Coventry Street, South Melbourne); Inkerman Street, St Kilda; Mitford Street, St Kilda; Malvern Road, Prahran.

Our programs include:

- Dental Program;
- Health Innovations Partnerships Program;
- Aged Health and Rehabilitation Program;
- Indigenous Access and Equity Program;
- Community, Youth and Family Health Program and;
- Service Support and Development Program

The ISCHS has a commitment to continuous quality improvement and has a reputation for innovation and excellence in its service delivery. The Service values collaboration and works effectively as part of the local service system and prides itself on developing innovative, responsive services to meet community needs.

#### 2.1 Mission

To improve the health of our community through the development and delivery of quality health services and health promotion initiatives. This includes providing links to health services for those in the community who may not readily access them and to advocate in partnership with the community to develop improved health policies and services.

## 2.2 Values

We value:

- active client and community participation in service development and delivery
- innovative, quality services that are client focused, responsive and outcome oriented
- services that address issues of access and equity
- proactive and responsive service delivery to marginalised groups within our communities
- our staff and an environment where skills are developed and encouraged
- a continuous learning culture
- the provision of a safe and supportive environment for staff, service users and visitors
- good governance, ethical management and transparency in decision making
- fostering partnerships, which achieve the best outcomes for our communities.
- Accountability for performance
- Achieving results

For more information on our organization please visit our website [www.ischs.org.au](http://www.ischs.org.au).

## 3. POSITION DETAILS

### Position Context

The Health Innovations Partnerships Program is a dynamic multi disciplinary Program which comprises approximately fifty staff and five Coordinators. The Program provides the following key outreach and centre-based services:

- Drop-in service / Information and Referral
- Health promotion and health education
- Advocacy, counselling and support
- Mobile Health Outreach Service
- Mobile Overdose Response Service
- Case Management
- Psychiatric disability, rehabilitation and support services
- Housing Support Program
- Supported Accommodation Assistance Program (SAAP)
- Hustling to Health (H2H)
- Arrest Referral
- Community Connections Program
- SRS Outreach
- GP Innovations
- Resourcing Health Education in the sex industry (RhED)
- Drug & Alcohol Services

Applying the social model of health, HIPP provides responsive and comprehensive primary and social health services to its targeted client group of homeless people, people who inject drugs, sex workers and people with mental health issues. These often-marginalized clients face multiple barriers to participation in the community. Their needs are such that they are often unable to negotiate the complex pathways to health, welfare and sexual assault services. HIPP provides and partners with agencies, to provide services that address the wide range of client need(s). It brings together resources and workers who are committed to providing creative, responsive, effective and diverse services to protect and promote the health and well being of individuals and the community. HIPP is client focused and demonstrates an enduring commitment to consumer participation in both program planning and service delivery. Consumer focus groups and consumer consultants are regularly employed to provide input into the development of services, ensuring they are relevant and user friendly.

The peer educator position exists within the Resourcing Health and Education in the Sex Industry (RhED) program. The RhED program is a service for the sex industry in Victoria, committed to respecting and reflecting the needs of the industry. The Migrant Sex Worker Peer Educator's primary role is to provide outreach services and support to migrant sex workers in the Victorian sex industry, creating a cultural and linguistic bridge between RhED outreach workers and the client group.

The model of service delivery is outreach, primarily to brothels in Victoria where migrant sex workers are employed. The position requires flexibility, creativity and strong interpersonal skills. The Migrant Sex Worker Peer Educator works collaboratively with all HIPP staff and programs in addition to selected external agencies.

### **Position Objective**

The Migrant Sex Worker Peer Educator is responsible for providing outreach services and support to migrant sex workers in the Victorian Sex Industry, providing cultural support to the RhED team and providing external consultation to relevant agencies when required.

The migrant sex worker peer educator is a member of the migrant sex worker target group who identifies her/himself with the group. The peer educator serves as a liaison between RhED and the project's target client group, which is primarily migrant sex workers, as well as associated communities. The aim of this role is to facilitate communication and education of health issues relevant to the industry for migrant sex workers.

Peer Education implies a collaborative and educative role: increasing responsibility, knowledge and self-esteem of both themselves and other migrant sex workers with whom they work. The peer educator draws on the credibility they have with their peers to offer flexible educational opportunities and programs, not only for the community he or she serves, but also for the colleagues with whom she or he works. In this way the Peer Educator is also a representative of the migrant sex working community, ensuring that their interest is present at the organisational level of both RhED and ISCHS.

The migrant sex worker peer educator is in a unique position – acting as both a language and cultural bridge for the RhED program. This individual is not employed to be an interpreter or a translator, rather they are there to support and ensure that the target group is empowered to seek interpreting and translating services if and as needed. The migrant sex worker peer educator is a complementary communication tool, performing a broader range of roles than an

interpreter could be by implementing cultural and social language proficiencies required to build confidence and trust within the migrant sex worker community.

A further objective of the peer education program is the development of the skills and perspective of the peer educator and worker. The peer educator should also be willing to make a commitment to their own professional development within the role through supervision, in-service training and external education.

### **Key Responsibilities**

1. The peer educator's primary role is an active and assertive engagement with the target client group. This includes:
  - Accompanying RhED workers on brothel outreach to establishments identified as employing migrant sex workers
  - Identifying the target group
  - Basic needs assessment through casual discussion with migrant sex workers.
  - Proactive representation of the target client group's best interests by facilitating communication between them and RhED workers in order to determine and represent their needs.
  - Assisting RhED workers where required with research activities pertaining to migrant sex workers.
2. Liaison and advocacy between the services of RhED and the target client group:
  - Work collaborating with Health Education and Support Workers, particularly in relation to the migrant sex worker portfolio, to resource the RhED team on migrant sex worker issues.
  - Maintain a detailed knowledge of the available services and pathways to access.
  - Develop and maintain the referral processes.
  - Communication of the organisational policy of RhED and ISCHS to target client group.
  - Advocacy of client concerns and agenda where appropriate within organisational forums including RhED team meetings, HIPP and ISCHS meetings.
  - Can be considered as a representative of the migrant sex working community.
3. The peer worker should maintain and advance their own knowledge and understanding of the issues which have an impact upon the client target group through:
  - A familiarity with relevant publications and periodicals
  - Participation where appropriate in industry forums
  - Informal sharing of information with clients
  - Participation where appropriate in formal research processes

### **Professional Development**

- To attend and contribute to staff development and supervision programs, and to attend relevant courses and mandatory in-house training when appropriate.
- To participate in peer review/practice review.

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### **Occupational Health & Safety**

- Ensure that work and services are provided in a safe manner at all times by regularly reviewing practices and environment and by participating in OH&S training where required.

### **Continuous Quality Improvement**

- Identify continuous quality improvement opportunities
- Participate in the development of quality procedures and contribute to internal and external program reviews as required.

### **Performance Management Framework**

- Actively participate in an annual individual performance plan, which determines key responsibilities, strategies and performance indicators in line with the organisation's Strategic Plan and Program Business Plan.

### **Health Promotion**

- Contribute to the development, implementation and evaluation of organisational Health Promotion strategies as identified in the Health Promotion Plan; and undertake health promotion training as required.

### **Administrative**

- To attend all relevant Centre meetings.
- To accurately complete timesheets and statistics on a routine basis.

### **General**

- To participate in the ongoing planning, evaluation and development of the RhED program).
- To adhere to ISCHS policies and procedures.
- To participate in quality assurance activities as required.
- To receive appropriate training about the Needle & Syringe Program (NSP) and participate in the NSP as required.
- To undertake active and meaningful community participation and engagement
- Other duties as required by the Manager of the Program.

### **3.4 Reporting Relationships**

- The Migrant Sex Worker Peer Educator reports directly to the coordinator of the RhED program.
- The position manages/supervises no direct reports.

## **4. KEY SELECTION CRITERIA**

### **Mandatory**

- Female applicants only (**EXEMPTION, Number A41/2009 FROM Sections 13, 14, 100 & 195**)



**of Equal Opportunity Act 1995)** for the position HEALTH EDUCATION AND SUPPORT WORKER to migrant sex workers, migrant escort sex workers and migrant brothel sex workers.

- A current Victorian Driver's Licence
- Appropriate assertiveness and ability to communicate with a wide range of audiences
- Appropriate competency in relevant migrant sex worker community language/s.
- Verbal communication skills
- Demonstrated knowledge in migrant sex worker oriented issues, eg sexual health, migration, language, etc.
- Demonstrated understanding of client/worker boundaries, and their importance to service provision
- Understanding of local service access
- Recognition within the peer group
- Ability to maintain confidentiality
- Demonstrated progress as a service user in the areas of health, understanding of the sex industry and relevant legislation
- An unbiased understanding of migrant sex worker cultures and community.
- A personal interest and enthusiasm in becoming involved in the program

**Desirable**

- Proficiency in more than one community language
- Relevant qualifications

**5. CONDITIONS OF EMPLOYMENT**

**Award** SACS Community Development Worker Level 2a years commensurate with experience

**Salary Level** As Above.

**Hours per week** 11.4 hours per week, 3 days per fortnight, 0.3EFT

**Duration** 12 month fixed term

**Probationary Period** This position is subject to a probationary period of three months, in accordance with ISCHS Recruitment Policy.

**Location** ISCHS Inkerman Street site.  
From time to time the incumbent may be requested to work from or



be based at other ISCHS centres.

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**Salary Packaging Information:**

- Salary packaging is a legitimate method of restructuring existing salary into a combination of salary and expense payment benefits in order to provide a higher net remuneration for the employee.
- This offer applies while Inner South Community Health Service continues to be granted "public benevolent institution" status and enjoys exemption from the provisions of the Fringe Benefits Tax (FBT). Should our status change salary packaging will no longer be available.
- It is not compulsory for employees to take up the offer to 'package' their salary; however the benefits from packaging are considerable. There is a small cost to the employee.
- Salary packaging is not available for casual or locum employees.

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**Meals Entertainment Information:**

- Meal entertainment is also available at ISCHS. It is of great benefit to staff as it is a tax free benefit in addition to the \$16,050 that you can claim through Salary Packaging. ISCHS staff are able to claim up to \$5000 p.a. worth of FBT exempt meal entertainment expenses on top of their existing packaging.

**PLEASE NOTE: There is potential that Community Health may lose its current PBI Status, which will affect Salary Packaging and Meals Entertainment benefits. Community Health Agencies are responding to this potential loss as a sector and are hopeful that we will be able to maintain our Salary Packaging and Meals Entertainment Entitlements.**

## 6. APPLICATION PROCESS

Written applications addressing the selection criteria and including a resume and the names of three professional referees should be forwarded to Virginia Alexander, Recruitment Coordinator, at:

<b><u>Postal Address</u></b>	<b><u>Email</u></b>	<b><u>Facsimile</u></b>
Inner South Community Health Service PO Box 103 South Melbourne Vic 3205	recruit@ischs.org.au	9696 7228

**Closing Date:**

Applications must be received by 20 March 2009.

Further enquiries related to the position can be directed to:

<b><u>Contact Name</u></b>	<b><u>Email</u></b>	<b><u>Telephone</u></b>
Carolyn Mogharbel	<a href="mailto:cmogharbel@ischs.org.au">cmogharbel@ischs.org.au</a>	95348166

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Review Date: Reviewed by: (insert initials)



### **Additional Notes to Applicants**

- Selection will be based on how well applicants meet the selection criteria, therefore it is essential that applicants specifically address all the selection criteria.
- A satisfactory police check will be required of the successful applicant. Staff working with children may be required to undertake a Working with Children Check.
- The Inner South Community Health Service is committed to protecting your privacy according to the National Privacy Principles (NPPs). The ISCHS has a Privacy Statement and a Collection Statement, both of which are available on request to all applicants (if you require a copy, please contact Virginia Alexander on 9684 4221).
- **Pre-Existing Injury**  
Prior to any person being appointed to this position it will be required that they disclose full details of any pre-existing injuries or disease that might be affected by employment in this position