

Our purpose

To reduce the rate and impact of cancer through best practice prevention, research and support.

Position description and person specification

Position title:	Social Worker		
Unit:	Accommodation and Practical Services		
Department:	Support and Research		
Location:	202 Greenhill Road, Eastwood SA 5061		
Manager:	Senior Manager Accommodation / Practical Services		
Employment:	0.8FTE	Fixed Term 2 years	
Last updated:	September 2024	By whom:	Senior Manager Accommodation / Practical Services

Cancer Council SA

- has worked resolutely since 1928 to deliver cancer research, prevention, and support services.
- is the state’s leading independent, cancer-related, non-government organisation, dedicated to reducing the impact of cancer for all South Australians
- invests in three main strategic objectives: research, prevention and support
- is uniquely positioned as a resource for action and a voice for change towards a cancer free future
- is committed to The National Principles of Volunteer Involvement and Management
- maintains a non-smoking workplace and provides assistance with quitting
- requires employees and volunteers to promote cancer-preventing healthy lifestyle practices and behaviours, as outlined in organisational policies.

Our core values are represented by 3 value statements:

 <p>Care</p> <p>We are driven to make a difference for all—those we serve, our teammates, our partners and ourselves.</p>	 <p>Integrity</p> <p>We strive to do the right thing always, act truthfully and honourably, be our authentic selves, be inclusive and embrace diversity.</p>	 <p>Excellence</p> <p>We work as one team and constantly push ourselves to be the best we can. We arrive every day inspired to make an impact through our talents, passion and commitment.</p>
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Unit role and objectives

Support & Research

Cancer Council SA is renowned for funding and delivering critical cancer research, prevention, and support programs, alongside a history of successful advocacy. Its vision of a cancer-free future is advanced through supporting those impacted by cancer today and leading efforts to reduce the burden of cancer in the future.

The Research and Support Unit provides evidence-based, high-quality supportive care services and programs that are sustainable, support optimal care, and are accessible to all South Australians. The unit conducts and funds high-quality research across the continuum from biomedical to translational to population health approaches.

Position overview

Accommodation Services is the flagship service of Cancer Council SA, dedicated to supporting individuals with cancer. This service includes accommodation for rural and regional patients undergoing treatment, along with practical and psychosocial support, and transportation to certain cancer treatment facilities.

The Social Worker plays a crucial role in providing psychosocial care to those affected by cancer, including carers, family members, and other support persons staying at Cancer Council SA Lodges. While this role supports all guests, it places a strong emphasis on assisting Aboriginal and Torres Strait Islander individuals, ensuring their cultural safety and delivering a respectful, culturally competent experience.

The primary focus of this role is on individual and family support. However, the incumbent is also responsible for discipline-specific services such as assessments, planning, referrals, advocacy, and the development of information sessions and activities to meet the needs of guests, their families, and carers. This work is carried out in collaboration with fellow social workers and with the support of accommodation staff, volunteers, management, and other members of the cancer support team.

Reporting relationships

This position reports to: Senior Manager Accommodation / Practical Services

Number of staff reporting to position: Nil

Key accountabilities (outcome based)

- Act as a key advisor on cultural safety for the broader Cancer Council SA support team.
- Assess the psychosocial, information, and support needs of guests staying at Cancer Council SA accommodation services, including carers and family members.
- Provide counselling to guests using a range of techniques, including working with people experiencing grief and loss.
- Establish effective contacts with healthcare and other service providers across health and community settings to facilitate the coordination of support for people undergoing cancer treatment in Adelaide.
- Complete appropriate referrals to external agencies in line with guests' needs.

- Provide advocacy to address the support needs of people impacted by cancer.
- Contribute to and assist with the development of accommodation lodge policies and procedures.
- Collect appropriate data to identify and monitor:
 - Guests' needs and emerging issues;
 - The effectiveness and appropriateness of programs in meeting these needs;
 - Feedback and benchmarking against models of best practice;
 - Gaps in service;
 - New initiatives in cancer support, particularly for people from rural areas.
- Participate in activities that foster continuous improvement, such as policy, planning, service development, evaluation of services, meetings (internal and external), professional supervision, performance review, and professional development.
- Provide support to accommodation service volunteers, including transport to treatment and morning tea volunteers.
- Maintain high-quality client case notes and records.
- Assist in the provision of other psychosocial programs requiring social work assessment as determined by the Senior Manager Accommodation Services.

Protect your own health and safety and that of others by:

- Complying with and actively contribute to the development of organisational policy and safety systems.
- Following reasonable instructions and training and complying with organisational policy and safety systems.
- Identifying and reporting workplace hazards and incidents to their supervisor.
- Complying with Cancer Council SA's WHS&W policies and procedures.
- Provide a safe working environment for all staff (paid and voluntary), contractors and invitees.
- Ensure your staff (paid and voluntary), contractors and invitees comply with policies and procedures as updated from time to time.

Special conditions

- The successful applicant must be a non-smoker and not use e-cigarettes
- Intra/inter-state travel, out of hours and weekend work may be required
- Appointment will be subject to a satisfactory police check and may require a further Department of Human Services clearance.

Person specification (knowledge, skills and experience)

Essential

- Tertiary qualification in social work, with experience in a health or community setting.
- Eligible for registration with the AASW.
- Experience in counselling and of working in the community setting with individuals and groups.
- Demonstrated knowledge of a range of therapeutic approaches.

Highly desirable

- A sound knowledge of the concerns faced by people affected by cancer, especially Aboriginal and Torres Strait Islander persons.
- Experience in networking and developing collaborative working relationships with health professionals and workers in both acute health and community organisations for effective advocacy and continuity of care, especially with Aboriginal and Torres Strait Islander controlled organisations.
- Strong communication and interpersonal skills with experience developing and maintaining strong partnerships with Aboriginal and Torres Strait Islander stakeholders, organisations, communities, and people.
- Previous experience working with people affected by cancer.
- An understanding/empathy for the unique issues experienced by people from rural/regional and remote areas.
- Demonstrated interpersonal/communication skills, including verbal and written.
- Proactive in initiating client contact, maintaining motivation when working independently, and highly developed skills in following through as part of a team.
- Ability to use initiative and think laterally and strategically, as well as well-developed problem-solving skills.
- Teamwork and collaboration skills to achieve team outcomes and reporting requirements.

Signatories

Incumbent

Name: _____

Signature: _____

Date: _____

Manager

Name: _____

Signature: _____

Date: _____