



*Vacancy Notice*  
Program Coordinator  
NW Metro AOD/MH  
(Full Time – Fixed Term 12 Months)

**The Victorian Aboriginal Health Service currently has a vacancy in their North/West AOD/MH Program at Family Counselling and is looking to employ a full-time Program Coordinator.**

The role involves proactive engagement, development and establishment of meaningful relationships and partnership arrangements with a range of stakeholders to support increased access to locally available AOD/Mental Health/SEWB/Suicide Prevention services for the Aboriginal community in the North West catchment.

The successful applicant will possess the following:

- Qualifications in Health, Mental Health, Social Work, Program Management or related discipline
- Qualifications in Aboriginal Health or similar.
- A demonstrated appreciation of the broad spectrum of trauma informed care and social and emotional well-being issues and associated impacts, support needs and recovery strategies.
- Experience in a health service, environment or related facility is an advantage.
- Proven leadership and the ability to supervise staff.
- Demonstrated skills in case management.
- Good organisation and time management skills.
- Proven ability to organise and manage a multi skilled team

*Please note: To be a successful candidate you must meet the position requirements as well as undergo a National Victorian Police Check, hold a valid Working with Children Check prior your appointment and complete a Safety Screening Statutory Declaration.*

***Salary Packaging is available.***

For a copy of the Position Description and Key Selection Criteria, please contact Merindah Brown on (03) 9403 3300 and if you wish to find out more about the position please contact John Egan on (03) 9403 3300.

**Closing Date: 31<sup>st</sup> October, 2017**

**Applicants should address the key selection criteria and state full details of qualifications and experience including referees to:**

**Michael Graham, CEO, Victorian Aboriginal Health Service,  
186 Nicholson Street, Fitzroy 3065 or email [employment@vahs.org.au](mailto:employment@vahs.org.au)**