



Ord Valley Aboriginal Health Service

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Aboriginal Corporation ICN 275

Job Description Form

Connected Beginnings Community Connector

Vision Statement

Aboriginal people in Kununurra and the North-East Kimberley are supported to live **prosperous lives that are strong, healthy, and culturally safe.**

The Purpose that defines us

We bring **clinical, cultural, and community expertise** to deliver accessible and **holistic health and wellbeing care** for people in the North-East Kimberley.

Aboriginal Community-led

We are connected and accountable to the communities we serve. We are governed by Aboriginal community leaders. We deliver services in culturally safe ways, bringing the best of medical and cultural expertise to achieve positive health outcomes. Working with and responding to Aboriginal communities is central to what we do.

Organisational Values

The Ord Valley Aboriginal Health Service has been providing critical health and support services to local Aboriginal people since 1984. Our ambition is to deliver socially, culturally, and financially accessible health care that supports communities in the North-East Kimberley to be strong, healthy and safe. The organisation operates on the foundational pillars of Aboriginal leadership, self-determination and cultural diversity that underpin and shape the way the organisation conducts its business.



Community

We bring our connection with community to everything we do

PEOPLE TOGETHER



Respect

We show respect for all people, cultures and backgrounds

HEALTHY TOGETHER



Passion

We are deeply motivated to achieve outcomes

MY MOB



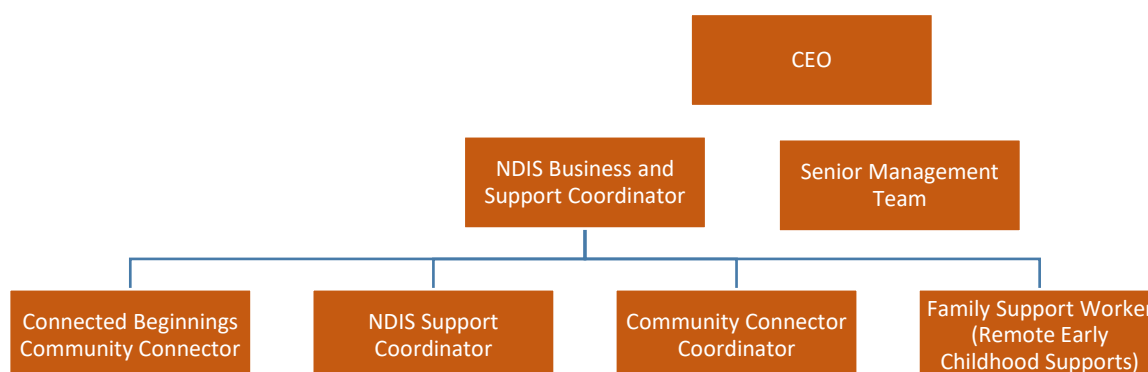
Equality

We strive for equality, fairness and empathy for all people

HEALTH & WELLBEING

Position Title	Connected Beginnings Community Connector
Work Group	NDIS
Work Unit	Disability and Family Support
Reports To	NDIS Business and Support Coordinator
Direct Reports	0
Award / Agreement	<i>Aboriginal and Torres Strait Islander Health Workers and Practitioners and Aboriginal Community Controlled Health Services Award 2020 (Cth)</i>
Award Classification	ACCHS Award 2020: Grade 5 (\$89,868 - \$93,652)
Approved by CEO	05.02.2025

Team Structure



Position Purpose

Connected Beginnings Program is intended to provide all children with a great start by improving their wellbeing prior to school, with a specific focus across education, health, and family services. The initiative will particularly address the needs specific to Aboriginal and Torres Strait Islander families living in the East Kimberley, using a collaborative collective impact approach to determine unique and community-owned goals and strategies to connect families to services and improve the ability of children to achieve early developmental milestones and a positive transition to school.

This position works closely with other members of the clinical and non-clinical services and programs within Ord Valley Aboriginal Health Service, as well as Binarri-Binyja Yarrowoo (BBY) and the broader service sector in Kununurra and surrounding communities, to achieve holistic, wrap-around support to local families.

OVAHS is committed to improving employment opportunities and outcomes for Aboriginal and Torres Strait Islander people. As a measure to achieve equality and support, Section 51 of the Equal Opportunity Act 1984 (WA) will apply to this position. Aboriginal people are encouraged to apply.

Strategic Alignment

The organisation's Strategic Plan 2023- 2026 has four (4) overarching strategic goals, with each goal having specific outcomes.

The role is aligned with all four Strategic Goals.



POSITIVE
CHANGE

Primary health Care

Primary health care is the first means of accessing the health care system for many people and is critical to individual, family and community health outcomes.



HEALTH &
WELLBEING

Social and Emotional Wellbeing

Social and emotional wellbeing relates to the mental health for individuals and communities and is a key component for the overall health of Aboriginal people.



SUPPORT
COMMUNITY

Specialised Health

Our communities deserve targeted support to prevent and address complex health needs, including chronic disease and disability.



HEALTHY
TOGETHER

Population Health

Reducing future health challenges and to Close the Gap requires long-term system change and community - wide solutions.

Key Stakeholder Relationships

External

- Aboriginal Community Controlled Health Services across the Kimberley region and Western Australia, other not-for-profit services, and businesses as relevant to the role
- Liaises with a variety of government agencies, stakeholder representative groups and community groups.
- Works collaboratively alongside Binarri-Binyja Yarrowoo (BBY) as a key partner agency for the Connected Beginnings Program, as well as the broader service sector in Kununurra and the East Kimberley.

Internal

- Maintains close working relationships with other officers, team members and employees of Ord Valley Aboriginal Health Services.
- Works in collaboration with the Senior Management Team and in consultation with the Board of Directors.

Responsibilities of this Position

Main Duties

- Work with identified children and families to ensure they are safely supported to attend key clinical appointments such as GP, paediatrics, allied health and other specialists. Provide transport and assistance when required.
- Assist with on-referrals to other appropriate services where required.
- Work professionally and collaboratively with staff in the OVAHS clinic and other team members to identify families who are requiring additional support and may be experiencing 'gaps' in their care.
- Work collaboratively alongside Binarri-Binyja Yarrowoo (BBY) as a key partner agency for the Connected Beginnings Program, as well as the broader service sector in Kununurra and the East Kimberley, identifying innovative and integrated solutions for local families.
- Support families to navigate multiple systems and agencies, using evidence-based, trauma-informed approaches.

Quality Management System

- Actively participate in the organisation's QMS (LOGIQC).
 - Identify and participate in continuous quality improvement activities and apply quality improvement principles to all duties performed.
 - Demonstrate leadership and commitment to promote continuous quality improvement initiatives, give assurance that the quality objectives are measured and ensure the QMS achieves intended results by engaging and supporting employees to contribute to the effectiveness of the QMS.
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General

- Demonstrate a strong commitment to uphold and contribute to the organisation’s mission, objectives, and values.
 - Support and promote teamwork through open communication, collaboration and contribute to a positive workplace culture.
 - Attend and participate in professional development activities including workshops and training as required.
 - Attend and participate in Employee Development Days.
 - Participate and comply with all Work Health and Safety responsibilities as per the *Work Health and Safety Act 2020* (WA).
 - Identify and assist to reduce Work Health and Safety hazards and risks.
 - Follow the reasonable direction of Work Health and Safety representatives.
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Position Performance Indicators

The below Key Performance Indicators (KPI’s) are used to assess, measure, evaluate, manage, and reward performance within each key result area of this position.

The below KPI’s are to be assessed in line with the organisation’s performance development framework.

Key Result Area	Key Performance Indicators
Compliance & Reporting	<ul style="list-style-type: none">• Effective completion of all Work Unit contractual obligations including program delivery, funding reports, evaluations, and compliance requirements.
Quality Management System (QMS)	<ul style="list-style-type: none">• Ensure all tasks assigned to this position are completed within a six (6) week period.• Actively lead continuous quality improvement initiatives across the organisation and promote an environment of effective CQI practices.

Competency Profile for this Position

Competencies are the specific knowledge, skills and attributes needed to successfully undertake the role. The profile is used for recruitment, performance review, planning, and training and development activities.

Qualifications, Skills, Experience and Knowledge

Essential

- Demonstrated experience working in a community-focused case management or support work role.
- Demonstrated experience working within a team and a culturally diverse workplace.
- Ability to manage conflict within a team orientated organisation.
- Highly developed written communication skills including the ability to write clearly and concisely, prepare complex written reports and manage the output of quality information.
- Highly developed interpersonal skills including negotiation and consultation skills and the ability to proactively establish and sustain effective stakeholder relationships.
- Effective organisational skills, the capacity to successfully manage competing priorities, maintain attention to detail and meet deadlines.
- Advanced skills in office computing applications including word processing, spreadsheet, database, presentation software i.e. PowerPoint or similar.
- Ability to work well and foster a strong working relationship with vulnerable individuals, families and the local community.
- Demonstrated ability to uphold the principles of cultural safety including an ability to communicate effectively and sensitively with Aboriginal and Torres Strait Islander peoples.

Desirable

- Possess a tertiary qualification in human services, social work, community development, early childhood studies or similar.
- The person identifies as Aboriginal and/or Torres Strait Islander and is acknowledged as such by their community.

Practical Requirements

- Current Driver's License will be required.

EMPLOYMENT SCREENING

Employees are required to demonstrate that they have undergone appropriate employment screening in accordance with OVAHS Policies. The following checks will be required for this role:

- National Police Check
- Working with Children Check

- Driver's License
- National Disability Insurance Scheme Worker Screening Check

Acknowledgment and Acceptance by Appointed Employee

I certify that I have read and understand the responsibilities assigned to this position.

Employee Name:	
Signature:	
Date:	