



Application Information Package

Cancer Support Worker

For more information, please contact:

Sarah DeJonge on 03 6169 1900 or email sdejonge@cancertas.org.au

Thank you for your interest in the role of Cancer Support Worker role (0.6 FTE) at Cancer Council Tasmania (CCT). This Information Package provides details about the role and how to apply. CCT uses a merit-based selection process which means it selects preferred candidates for positions based on their demonstration of the skills, abilities and attributes to meet the requirements of the position. This is demonstrated through application, interview and referee checks. Candidates are short-listed from the original pool of applicants.

The Selection Panel will interview the short-listed candidates and determine the preferred candidate after referee checks.

Why work for Cancer Council Tasmania

CCT offers staff an inclusive, professional, positive work culture. As a leading not-for-profit organisation, some of the benefits of working for CCT include:

- Generous salary packaging including meal entertainment card availability.
- Holiday leave loading @ 17.5%.
- 20% discount on all Cancer Council retail products.
- Close-by street parking available.
- Employee Assistance Program (EAP) to provide employees with immediate confidential support to resolve workplace & personal issues.
- An inclusive, professional, positive work culture.

How to Apply for the Position

- Applicants will need to **review the position description** for the role included within this Application Package.
- To be considered for the role, applicants will need to **send a copy of their resume and a brief statement addressing the selection criteria** to the nominated email address below. The selection criteria are detailed on the last page of the included position description.
- **Two or more professional referees are to be nominated in the application.** Please include their telephone number and/or email address and the relationship of each referee to yourself (e.g. supervisor). Please disclose any conflicts of interest you may have with a referee.
- Applications should include **the title of the role** in the subject field. Your statement addressing the selection criteria and current resume including nominated referees should be forwarded electronically to: ralbertini@cancertas.org.au
- For further information regarding the role or CCT, please do not hesitate to contact Sarah De Jonge, Director Cancer Support Services on (03) 6169 1900 or sdejonge@cancertas.org.au
- **Applications close Sunday 19th September 2021.**

Further Information

Police Checks: Prior to any appointment, **applicants are required to have a Schedule 1 National Police Certificate** (no older than 3 months), and if required a current Working with Vulnerable People Registration (employment category). Requirements will be stipulated prior to appointment.

Health Checks: CCT does not insist on employees undergoing a pre-employment medical examination; however it is a condition of employment that in accepting this position you are able to perform the inherent requirements of the position.

Cancer Council Tasmania

Position Description

Position Title:	Cancer Support Worker – North
Department:	Cancer Support Services
Location:	Launceston
Status - Hours of Work:	0.6 FTE
Classification Level:	SCHADS Award Level 5
Reports to:	Director Cancer Prevention and Support Services
No. of Direct Reports:	0
Last Review Date:	Aug 2021

Key Purpose of the Role

The key purpose of the Cancer Support Worker (CSW) is to provide psychosocial support services and assist with program delivery to Tasmanians impacted by cancer. The CSW is required to play an active role in service provision and supporting the development and delivery of projects in line with Cancer Council Tasmania's (CCT) mission and strategic objectives.

Our Organisation

CCT is a charity working to minimise the incidence and impact of cancer on all Tasmanians through advocacy, raising awareness of cancer prevention and offering support and information for anyone affected by the disease.

CCT's vision is for a cancer free future. The values underpinning our work are; *generosity, integrity, collaboration, courage and innovation*.

The role of CCT's Cancer Support Services is to alleviate distress in people impacted by cancer through the provision of psychosocial support, group-based peer support, wellbeing programs and practical assistance. These services are provided from diagnosis, through treatment, to survivorship and bereavement.

Our Work Environment

CCT and Quit Tasmania are smoke-free work environments.

CCT and Quit Tasmania are committed to providing a healthy, supportive and safe work environment, free from harassment and discrimination.

Role Responsibilities

The primary responsibilities are:

1. Assessment of CCT client's cancer-related concerns, level of distress and unmet needs.
 2. Utilise active listening skills to explore client's resources, identify core needs, provide psychosocial support, contain interaction and refer to relevant clinical and community services.
 3. Deliver or facilitate individual, group based, and practical support and education programs.
 4. Assist with the implementation and evaluation of programs to ensure CCT is providing evidence based cancer support services.
 5. Assist with promotion and raising awareness of CCT Support Services to the community.
 6. Mentor and effectively collaborate with NCSC support volunteers.
 7. Other duties within the scope of CCT Support Services Model of Care as directed by the Director, Cancer Prevention and Support Services.
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Position Requirements

Essential:

- Tertiary qualifications in a health related field or equivalent knowledge gained through any combination of education, training and/or experience.
- Experience providing face to face, person centred, psychosocial support
- Knowledge and understanding of state-wide and local health and community networks and the major issues facing Tasmanians impacted by cancer.
- Current Drivers' License.

Desirable:

- Recent experience working in cancer related settings.
- Current Working with Vulnerable People Check.

Pre - Employment:

- Cancer Council Tasmania will conduct a Police Check prior to the successful applicant's appointment to this role.
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Selection Criteria

To apply for this role you will need to demonstrate your ability to meet the selection criteria. The selection criteria outline the skills, experiences and behaviours that are necessary to successfully carry out the role.

1. Qualifications in a relevant health or social science discipline or an equivalent knowledge gained through any combination of education, training and/or experience.
2. Demonstrated experience in delivering person-centred psychosocial support to clients in individual and group settings.
3. Demonstrated time management skills including the capacity to manage competing priorities within tight timeframes and as a collaborative member of a multidisciplinary team.

4. Sound knowledge and understanding of local health and community networks, and the major issues facing Tasmanians impacted by cancer.
5. Current driver's license held and maintained.
6. Ability to demonstrate an understanding and commitment to the values of CCT through their own behaviors, actions and language, contributing positively to our team and workplace practices.