



Position Description:
Wellbeing Carer

Position title	Wellbeing Carer
Job type	Part Time/Casual
Hours of work	As per Contract
Reports to	Wellbeing Team Leader – Residential Director of Care - Residential
Location	Cultura – Residential Aged Care
Department	Residential
Direct reports	N/A
Budget	N/A
Agreement/Award	<i>Multicultural Aged Care Services Geelong INC Enterprise Agreement 2022</i>
PD date	May 2024

Cultura

Cultura is the new organisation resulting from the merger of Geelong Ethnic Communities Council (trading as Diversitat) and Multicultural Aged Care Services Geelong (MACS).

Our Purpose: Provide innovative services to support, care for and celebrate culturally diverse individuals through their life journey

Our Vision: Empowering diverse individuals and communities to reach their full potential

Our Values: Inclusion Integrity Sustainability Kindness

MACS and Diversitat have been serving the Geelong community for more than 40 years with a focus on our multicultural communities. As the new entity, Cultura operates across various sites delivering a range of services including residential aged care, home care and aged support services, settlement, training and education, financial counselling and disability support. We also operate a range of social enterprises including The Pulse community radio and various community events including the popular Pako Festa.

Our aim is to empower individuals and communities to reach their full potential and we aspire to provide an innovative and high-quality response to the changing needs of a culturally diverse community. Every day we act and behave according to our values, with our communities, clients, residents and consumers, and with each other. These values are a key part of our identity and are what brings us to work together successfully.

Cultura has around 400 staff, 300 volunteers and an annual operating budget of \$34 million.

Position summary

The Wellbeing Carer enables and supports individual residents to achieve their potential and enjoy quality of life through accessing and participating in a variety of activities, based on individual and collective preferences. Cultura – Residential Aged Care wellbeing programs operate across weekdays and weekends.

The Wellbeing Carer is responsible to the Director of Care or Manager of Bella Chara depending on the area where work is undertaken and reports directly to the Wellbeing Team Leader. The Wellbeing Carer may be required to work across different areas within Residential Aged Care.

Duties

- Regularly collaborate with Wellbeing Team members
- Attending monthly meetings
- Considerate of issues that may have a negative impact on Resident's sense of well-being e.g. memory loss, depression, learned helplessness, sleeplessness or a positive impact e.g. increased social interaction, stimulated interest, focused attention, feeling of usefulness
- Applying 'Person Centered Care' approach to: implementing and contributing to individualised Care Plans with Residents in relation to leisure related needs and abilities; effectively involving their families, other Aged Care Staff and medical and allied health professionals where appropriate; and evaluating Resident's Care Plans as per 'Resident Assessment Evaluation' schedule.
- Using resident individual wellbeing planners and LeeCare to complete, refer to, and update all documentation regarding individual residents
- Completing all necessary forms as required for running Wellbeing Program activities
- Completing all necessary forms when making complaints or offering comments or compliments that are directly related to running the Wellbeing Program (acting on behalf of self or Residents)
- Ensuring the Wellbeing Program and activities available to residents address and meet their cultural needs
- Working with Wellbeing Team Leader to identify specialty 'area' within Wellbeing Team (i.e. particular skills and interests that are relevant to the Wellbeing Program) e.g. Cooking, Crafts, Creative Expression, Discussion Groups, Exercise, Event Management, Games, Gardening, Health Promotion, Male Specific, Cultural Connections, Music, Reading and Literature, Religion and Spirituality, Technology
- Providing on-going input into activity design/delivery, particularly in relation to:
 - Developing appropriate motivational strategies for rousing Resident interest and engagement
 - Assisting residents to overcome physical or cognitive barriers to participating in activities on offer
 - Understanding that everyone has different strengths and limitations and importance of supporting each other to learn and develop
- Operating in a multi-disciplinary team, knowing professional boundaries when collaborating with other Staff or their representative
- Ensuring accurate electronic information and photos are made available to Wellbeing Team Leader detailing monthly wellbeing programs and activities in each residential area by the stated deadline
- Reporting all maintenance issues to maintenance staff
- Understanding the benefits of diversity in the workplace with a range of disciplines and professional opinions, a variety of ethnicities and other cultural backgrounds, and the importance of being able to negotiate difference

Qualifications and experience

Essential

- Hold or be close to completing a Certificate IV in Leisure and Health (or equivalent)
- Have experience working with individuals and/or groups, for example, in residential or community aged care service or supported residential service.
- Demonstrate a friendly manner and clear verbal communication skills
- Accurate keyboard/data entry skills
- Hold a current first aid certificate

Desirable

- Hold a Certificate III in Aged Care (or equivalent)
- Have experience working with elderly individuals/groups.
- Have skills/interest/knowledge in an area of leisure pursuits that could provide additional options for residents within Residential Aged Care wellbeing program, for example (but not limited to), an artistic, craft, movement, literary, musical, dramatic, environmental, and/or men's shed-type activity.
- Have an understanding of the migrant experience, with empathy and sensitivity to the needs of the elderly from different cultural backgrounds
- Languages other than English will be highly regarded
- Have a current Victorian driver license

Other Terms and Conditions of Employment:

- Staff will comply with Cultura OHS policies and procedures including the requirement to take reasonable care for their own health and safety and that of other people who may be affected by their conduct. Workplace incidents and injuries are to be reported to a nominated OHS representative and staff are encouraged to raise health and safety concerns in accordance with policy and procedure.
- Employment is subject to the satisfactory completion of a Police Record Check, NDIS Worker Screening Check, Victorian Employee Working with Children's Check, Work Rights Check, Medical Check and providing evidence of sufficient COVID 19 vaccinations. Cultura will pay for the costs associated with Police Record Check, NDIS Worker Screening Check, Victorian Employee Working with Children's Check and Medical Check.
- Staff are responsible and will be held accountable for their continuing compliance with our Mandatory Reporting – Child Protection policy. It is expected that staff will maintain contemporary knowledge of the policy and enact the policy at all times. Staff have a responsibility to raise any concerns they have about child safety to their direct manager or a senior manager immediately.

Child Safety

Cultura is committed to the safety and wellbeing of all children and young people. Cultura has zero tolerance for child abuse. Cultura is committed to providing a child safe environment where children and young people are safe and feel safe, and their voices are heard. Particular attention will be paid to the cultural safety of Aboriginal children and children from culturally and linguistically diverse backgrounds, children who identify as part of the LGBTI Community as well as the safety of children with a disability. Every person involved at Cultura has a responsibility to understand the important and specific role they play individually and collectively to ensure the wellbeing and safety of all children and young people.

Inclusion and Diversity

Cultura is committed to supporting Indigenous Australians, culturally diverse candidates and candidates with a disability gain employment and develop their careers with us. If you would like further information about this role, please feel free to contact us. We encourage you to apply.

Expected Behaviors

- acts in accordance with the Cultura code of conduct, and is committed to the Cultura vision, purpose and values;
- acts in accordance with health and safety policy and management system;
- actively promotes inclusion and diversity, and is not discriminatory against sex or sexual orientation, colour, race, ethnicity or national origins, age, religious or ethical beliefs, disabilities, political views, illness, marital status or family responsibilities;
- demonstrates a customer focus by prioritising the needs and outcomes of internal and external customers;
- acts in a manner consistent with Cultura policies, including by valuing diversity, inclusion, equal opportunity, privacy and confidentiality;
- demonstrates teamwork and collaboration and positively contributes to group activities;
- acts with agility, leading to innovation and continuous improvement;
- successfully completes all mandatory training in a timely manner, to support the delivery of high quality, safe and effective service delivery;
- provides evidence of relevant immunisation status, such as serological immunity or vaccination history, as required for the inherent requirements of the role;
- performs duties within scope of practice for the role, and according to the applicable credentials including qualifications, registrations and professional competencies;
- maintains current and valid credentials in accordance with relevant legislation and industry requirements.

Acceptance of offer

I understand the role, responsibilities and outcomes required to successfully meet the requirements of this position and I accept this Position Description.

Name	
Signature	
Date:	

Please return a signed copy of this Position Description to People and Culture, prior to commencing the role.

