

## **POSITION DESCRIPTION**

### **Transition Worker – Boarding House Outreach Service**

#### **INTRODUCTION:**

The Transition Worker will provide a broad range of transitional outreach casework services to people who are involved in the criminal justice system, who are either living or intending to live in boarding houses in the city and inner west areas of Sydney. Clients of the service typically experience multiple needs including homelessness, mental illness, cognitive impairment and AOD issues.

For people referred from custody, the Transition Worker will engage with program participants up to 3 months prior to their release. Once living in the community the Transition Worker will provide intensive outreach support services to clients to assist with: sourcing and sustaining accommodation, developing independent living skills, accessing community treatment and other relevant support services, supporting the development of a sense of community and belonging including the building of positive relationships.

#### **PRIMARY FUNCTIONS:**

- To support people with histories of criminal justice system involvement in the community who are homeless or at risk of homelessness and assist them initially to move into boarding house accommodation with the aim of securing longer term housing in the future.
- To provide outreach case management support services to people who are involved in the criminal justice system and experiencing multiple needs e.g. mental illness, cognitive impairment, AOD and other health issues.
- To work with clients with a range of offending histories, including violent offences, sex offences and offences against children.
- To network and liaise with relevant government and non-government agencies regarding the needs of people involved in the criminal justice system.

#### **RELATIONSHIPS:**

- Accountable to the Board of Management through the Chief Executive Officer
- Reports to the Manager of Transition Programs – Sydney Metro; team leader Boarding House Outreach Service (BHOS)
- Liaises with CRC Transition Workers, other CRC team members, Newtown Neighbourhood Centre BHOS staff and all program stakeholders

## **PRINCIPLE DUTIES:**

- To receive referrals and assess clients for the program.
- To conduct risk and need assessments of inmates pre-release and clients referred from the community to establish long-term needs and develop a working relationship.
- To provide outreach case management support to clients with complex needs to assist them to gain and maintain housing, achieve independent living and access mainstream support services.
- To liaise with a variety of housing providers to source suitable accommodation for clients.
- To assist with the organisation and movement of client property.
- To liaise and network with relevant community, government and non-government organisations to ensure appropriate referral sources for clients as well as maximise client outcome opportunities
- To provide information to key government and non-government organisations re the issues facing offenders post release in order to increase access to services for the client group.
- To maintain confidential and comprehensive case files documenting client referral, assessment, case plans, goals and outcomes and update CRC databases for all clients on a regular basis.
- To participate in regular clinical supervision, performance planning and professional development and attend staff and partner agency meetings as required.
- To work with clients in other CRC Programs as required from time to time.
- To provide content contributions for CRC publications and communications, such as the Annual Report, website and brochures, as required.
- To adhere to all CRC workplace policies and guidelines.
- To take reasonable care for their own health and safety and the health and safety of others, and ensure they comply with any reasonable instruction by CRC management regarding Work Health and Safety.
- To perform any other duties consistent with the function and role of the position.