THE BUTTERY

ROLE TITLE: AOD Case Manager – Drug and Alcohol Treatment (DAT) Program

LOCATION: Port Macquarie

About the role

About the role: You will provide immediate trauma-informed and person-centred care to participants utilising brief interventions. You will assist people with practical information and support utilising a psychosocial capacity building framework. You will work as part of a small team to facilitate groups providing training in psychoeducation, harm minimisation, process groups and relapse prevention.

About the program: The Drug and Alcohol Treatment (DAT) Program aims to achieve improved health and social outcomes for individuals, families, and communities at risk of, or currently affected by, problematic alcohol and other drug use. It supports people at all stages from early intervention to relapse prevention. This stepped care model is available to people aged 12 years or older with or without mental health conditions.

Hours and location: The hours are **32 per week** working from a hub in Port Macquarie and within the community. A vehicle is available from a central location for work in the community. The hours can be flexible (e.g. a 9-day fortnight) but availability to work on some public holidays on a rostered basis is required. **The role is funded to 30th June 2026 with potential for extension**.

About you: Selection Criteria (To be addressed in application – see How to apply)

Qualifications and checks

1. Tertiary qualifications at diploma level or higher in an AOD, social work, psychology, or mental health field
2. Current driver's licence, a satisfactory Criminal Record Check and Working with Children Check

Professional skills and experience

3. A minimum of two years demonstrated experience in delivery of brief interventions with a trauma informed approach using knowledge of AOD support and relapse prevention
4. Experience in case management and delivery of mental health and suicide prevention services with a psychosocial capacity building framework.
5. Demonstrated experience working with young people with substance use disorder.
6. Demonstrated experience facilitating groups.
7. Established networks and relationships with a range of referral services across the local community.
8. Demonstrated proficiency using the Microsoft suite, a variety of databases and video conferencing tools

Why our staff love working with us

- **Flexible Working Solutions:** We support your work-life balance with flexible working arrangements.
- **Extra Annual Leave:** Enjoy two additional weeks of annual leave (pro rata) to spend more time on holiday.
- **Career Growth:** Explore internal opportunities to transfer and work in other programs.
- **Professional Development:** Benefit from ongoing training and development opportunities.
- **Supportive Environment:** Access to our Employee Assistance Program and to external clinical supervision for direct service staff
- **Salary Sacrifice Benefits:** Increase your take-home pay by 6-12% with ATO-approved incentives, allowing you to allocate up to $15,899 of tax-free salary towards your mortgage, rent, loans, credit card, or school fees.
- **Meal and Accommodation Card:** Receive a $2,650 card for meals and accommodation.
- **Convenient Packaging Options:** Package costs for a computer, phone, or novated vehicle lease.

Find out more:

For a position description, see
https://www.buttery.org.au/employment-opportunities
For any other queries, please contact
recruitment@buttery.org.au
This role is remunerated at SCHCDS Level 4 $44-47ph depending on qualifications and experience with access to salary packaging to potentially increase your take home pay by another 5k).

How to apply:
Please use each of the selection criteria above as a heading and write a brief paragraph addressing each one in your cover letter. Please email your resume and cover letter to recruitment@buttery.org.au

Unfortunately, applications that do not address the selection criteria will not be considered.

Closing date: We will be processing applications as they arrive and will make offers as soon as a suitable applicant is found.