

# NOW TAKING APPLICATIONS!



## Peer Support Worker Information and Application Pack 2017

**INTERVIEWS:** May 2017

**TRAINING:** June 2017

## **A quick overview of how to apply to become a Peer Support Worker!**



**Post** your completed application and eligibility form to:

The Peer Support Team  
35 Poplar Road  
Parkville  
VIC 3025

**Email** your completed application and eligibility form to:

[alicia.king@mh.org.au](mailto:alicia.king@mh.org.au)

**Phone** us if you've got any questions!

9342 2800 or 0401 587 065

# **A little bit about the Peer Support Program**

## **Who are the Peer Support Workers?**

Our Peer Support Workers are young people who have been clients at Orygen Youth Health (OYH) in the past and have now been discharged. They have undertaken an interview and training to become Peer Support Worker, so that they can support other young people at OYH.

They each have their own personal experience with mental illness including anxiety, depression, bipolar, psychosis, borderline personality disorder just to name a few.

## **How do they provide support?**

The Peer Support Workers provide support services at the Hospital/Inpatient Unit (IPU) in Footscray, and the outpatient sites in Parkville and Sunshine. They also provide support over the phone.

**At the inpatient unit**, Peer Support Workers visit and get involved in activities that are planned, like cooking, or start up their own activities such as table tennis, basketball or maybe some art.

They also just hang out in common areas like the lounge and the yard - this is an opportunity for young people at the IPU to talk to peer support workers about anything they'd like to share, or learn about.

**In Parkville and Sunshine**, Peer Support Workers meet clients for 1-on-1 appointments to provide support around specific topics that the client would like to chat about. Clients might ask you questions about your own experiences or might want to just tell you how they're feeling.

Peer Support Workers also provide this service **over the phone**, using the Peer Support Room in Parkville to make calls to clients.

Experienced peer support workers are also involved in co-facilitating **groups** with psychosocial services clinicians.

## **Why do we have Peer Support Workers?**

Young people can often feel alone in their experience of being unwell, or feel that nobody else understands what they're going through.

We've come to learn that it can be a very inspiring and empowering experience for a young person who feels overwhelmed or hopeless to be able to speak to someone else who has "really gets it."

So that's why we have Peer Support Workers!

## **What are the aims of Peer Support?**

- To help young people to "think recovery" and feel hopeful that recovery is possible
- To offer support and guidance around what has helped you to get well and stay well
- To help young people access and make the most out of all the things OYH has on offer
- To help young people to understand and access information about their Rights and how to make a complaint or provide feedback to the service
- To support young people to engage with their treating team and play an active role in their treatment and recovery

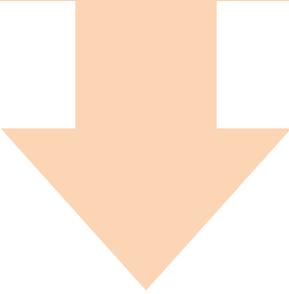
# What should I think about before applying?

There's a few things we'd like you to have a think about before you put your hand up to become a Peer Support Worker.

It can be a tough job to provide support to other people, particularly when you've been through your own troubles.

We also know that young people can be pretty busy and may not have a lot of spare time.

So before you apply, ponder these questions:

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- 1. How's your wellness going?** Have a think about your own health and wellbeing and how this might be impacted if you're providing support to others. You come first. Always.
  - 2. Do you have good self care and support?** Supporting other people can be challenging, especially if you're reminded of how hard your own journey has been. So it's important that you have ways to take care of yourself and people or professionals to support you.
  - 3. Do you have the time?** Are you working, studying or busy being a social butterfly? Peer Support Workers have to attend a 2 day training program in June. You're also asked to commit to the shifts you put your hand up for and also must attend 1 monthly group meeting for Team Supervision.
  - 4. Why do you want to be a Peer Support Worker?** We don't take placements for TAFE or University courses and can't sign off on Peer Support as placement or work experience. Sorry about that. It's also important to know that being a Peer Support Worker is not a job and it's also not a way of seeking continued support for yourself. It's about *providing* support in a volunteer capacity.

## **Is this a job? Will I be working for Orygen?**

Peer Support Workers are not employed by Orygen and this is not a job. The position is **voluntary**, however you will be **provided with payments** for peer support shifts you attend as well as monthly supervision.

We don't want you to feel compelled by money to share your experiences and provide support to others. We also think that you should have lots of flexibility and an option to take breaks from being a Peer Support Worker when you need to. Jobs don't usually have that kind of flexibility, that's why our Peer Support Workers are "reimbursed volunteers".

## **What's this reimbursement you mentioned?**

The reimbursements are payments made into your nominated bank account that are meant to help you out with the cost of being a Peer Support Worker ,such as driving or catching public transport to shifts.

These reimbursements are processed monthly and you will need to sign off on your attendance in order for payments to be made.

The current reimbursement rates are:

<b>Peer Support Shifts IPU and Outpatient</b>	\$15 per hour
<b>Supervision</b>	\$20 for 1 hour

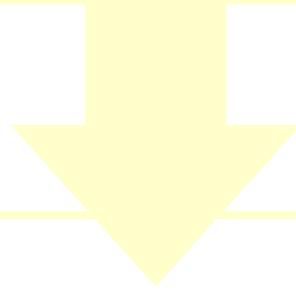
## What training will I get?

We have a top notch training program which you'll be sent along to if you're successful in your Peer Support interview.

The training will provide you with further information about the Peer Support Program and your role as a Peer Support Worker, and equip you with the skills and information to be able to use your experience to help support other young people.

Training is held in June each year in Parkville and at the Inpatient Unit. It runs across 2 days and you will be advised of training dates at the time of your interview.

Some of the things you will learn in training include;



Exploring recovery and your own recovery journey

The different mental illnesses we treat at OYH

How to use your experience to provide support

Boundaries of your Peer Support Role

Duty of Care and safety for yourself and others

The support provided to you in your role

Calling in sick/cancelling shifts

Attending shifts and getting reimbursed

Your training will also include an **Orientation to the Inpatient Unit** in Footscray and **Practice 1 on 1 Peer Support Sessions** with a more experienced Peer Support Worker.

## **How many shifts can I do?**

At present, Peer Support is primarily made up of shifts at the inpatient unit (IPU). We have 3 shifts at the IPU; 2 on weekdays and 1 on Saturday. These are allocated via a **roster** which is put together for the month ahead.

You will be asked of your availability for the month and then these 3 shifts are shared between the Peer Support Workers. This might mean you only get 1 or 2 shifts at the IPU per month. Sometimes, you might get more.

Peer Support at the outpatient sites (1-to-1 with clients and over the phone) are “by request” which means you’ll get a shift whenever a client requests to meet with a Peer Support Worker.

Clients requesting 1-to-1 support are matched to the Peer Support Worker who is the “best fit” for them, meaning someone with similar experiences or same culture, background etc. You will receive a phonecall to ask you if you’re available to come in for a 1-to-1 appointment when they come up.

## **What else do I need to know about shifts and the Roster?**

It’s really important that you show up for the shifts that you’ve put your hand up for. Young people look forward to seeing you, and we don’t like to let them down.

In training you’ll be taught what to do if you’re sick or can’t attend, and you must follow this process if you can’t do your shift.

It’s your responsibility to make sure you have a copy of the roster. It will be emailed out to you which means you need to have an email address, and you need to check your emails! Let us know if you’d rather have it posted out to you.

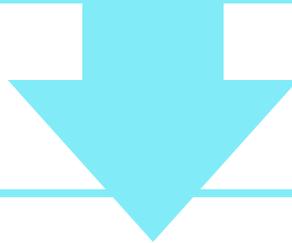
Sometimes we need to change or cancel shifts but we’ll give you as much notice as possible.

## **Compulsory monthly Team Supervision**

As a Peer Support Worker you are required to attend compulsory monthly Team Supervision. It's a chance for all of the Peer Support Workers to get together and talk about your roles, what's working, what's not working, ideas you have about improving Peer Support and to discuss anything difficult that may have happened.

Supervision is held at the inpatient unit once per month and runs for 1 hour during business hours. The date and time will be provided a month ahead on your roster. Supervision is hosted by the Youth Participation Coordinator and an OYH clinician.

Supervision aims to provide:



- An opportunity to gain new knowledge and skills – from the supervisors and from other Peer Support Workers
- A time to reflect on your role
- A safe environment to seek support about any issues that have arisen
- An opportunity to reflect on how the team is working together
- A time to discuss possible future directions for the program

### **Other important Supervision info...**

If you do not attend Supervision you may be taken off the Roster. Supervision is compulsory and continued absence will mean that you will be asked to take a break from your role as a Peer Support Worker.

You will be reimbursed for attending Supervision.

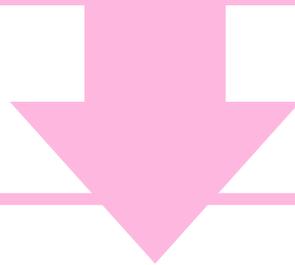
# Wellness & Taking Time Out

We want young people to look after their own health and wellbeing as their number one priority. We know that wellness is something that can go up and down, forwards and backwards, because recovery is complex.

For this reason, we may ask you to take some time out from Peer Support if we notice that your wellness is fluctuating, and we encourage you to request time out if you need some space to nurture your wellness.

All Peer Support Workers are required to complete something called a Wellness Plan and maintain this plan throughout your time in the program.

The purpose of a Wellness Plan is to help you and the Youth Participation Coordinator to create a plan that contains information about;



- How you look after yourself
- The signs or symptoms that indicate you're becoming less well
- What support you require if your wellness does fluctuate
- Who we should contact in case of an emergency or if we're really worried about you.

If you are admitted to hospital during your time as a Peer Support Worker or experience a period where your wellness is significantly diminished we require you to take a 2 month break from all Peer Support Activities.

This is to protect yourself, other young people and the integrity of the Peer Support Program.

We will welcome and support you to re-join the Per Support Program following any fluctuations in wellness and time out.

# **Am I eligible to apply to be a Peer Support Worker?**

## **Peer Support Eligibility Criteria**

**Before applying to join the Peer Support program, please read through the following eligibility criteria. You must meet all criteria in order to apply.**

**Please tick the items on the list and send it back to us with your application form**

- I have been a client at Orygen Youth Health within the past 4 years. (You must be discharged from OYH/coming up for discharge in order to apply)
- I am 30 yr old or under at the time of application (we're not ageist... it's just that we're a *youth* service!)
- I understand that as a Peer Support Worker I am required to complete full training before commencing in my role
- I understand that as a Peer Support Worker I am required to attend compulsory monthly Supervision sessions
- I understand that I am a reimbursed volunteer, not an employee of OYH and that shifts may not be regular or guaranteed
- I understand that I cannot use Peer Support Shifts as "placement" for tertiary studies or work experience
- I agree to conduct myself in a professional manner
- I have considered my current state of wellness and agree that joining the Peer Support Team will not adversely affect my own wellness at this point in time
- I understand that the Peer Support Program is not a social group or an avenue to seek support for myself
- I understand that should I become less well I will be required to take a break from the program or will be asked to take a break.

**Please return this form together with the application forms.**

# Peer Support Application Form

## Contact Details

Full Name:

Mobile Phone:

Home Phone:

Email Address:

## Emergency Contact Details

Full Name:

Mobile Phone:

Home Phone:

Relationship to you:

## Medical Conditions

Do you have any medical conditions we should know about? Eg; asthma, epilepsy, migraines, fainting spells. If yes, please provide details below.

## Previous Youth Participation

Are you/have you been involved with the Platform Team

Yes  No

Are you interested in joining the Platform Team?

Yes  No

## Why do you want to be a Peer Support Worker?

Please tell us a little bit below about why you'd like to be a Peer Support Worker

**Tell us about what helps you to stay well**

**Please tell us a bit about tools, techniques or strategies that help you to look after yourself**

**Applicant's Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Thank you for your application.**

**You will be contacted and advised of upcoming interview dates/times.**

**If you have any further questions please contact the Youth Participation Coordinator or Peer Support Project Officer on 03 9342 2800**

**Post Completed Forms to:**

Peer Support Team  
Orygen youth Health  
35 Poplar Road,  
Parkville, VIC 3052

**Email Completed Forms to:**

alicia.king@mh.org.au

**Drop Completed Forms to:**

Reception at Parkville or Sunshine and request them to be sent to the Peer Support Team. You can also submit forms to your Case Manager.

**OFFICE USE ONLY**

<b>Date Received</b>	
<b>Staff Member</b>	
<b>Contacted for interview</b>	

## Working With Children Check (WWC)

**You only need to apply for a Working With Children Check after you have completed all of your Peer Support Training.**

In Victoria, all people who engage in paid or voluntary work with children/young people are required to undergo something called a Working With Children Check.

The check reviews your history in relation to criminal charges and convictions relating to the following;

- serious sexual offences
- serious violent offences
- serious drug-related offences
- offences against the *Working with Children Act 2005*
- and other offences where the offence links to the safety of children.

If the Department of Justice considers that you pose a risk to the safety of children you will not pass the Working With Children Check.

If you have any concerns or aren't sure if you will pass the check you can call their information line on 1300 652 879 (local call charge).

### Applications for WWC

To apply for a Working With Children Check you need to;

- Fill in an online application form at: <http://www.workingwithchildren.vic.gov.au>
- Print out your completed form
- Get a passport size photo of yourself
- Gather your proof of identity documents such as driver's license, medicare card...
- lodge your application, photo and proof of identity at a Post Office.

**Once you have done this, please provide us with a receipt number.**

**Please also keep the receipt for your passport photos and we will reimburse you.**



If you are having trouble completing your application, or don't have access to a computer or printer, please contact the Youth Participation Coordinator or the Peer Support Project Officer on 03 9342 2800