THE BUTTERY

ROLE TITLE: Case Manager: Post Custodial Support

LOCATION: Coffs Harbour and Surrounds

About the role:
As a Post-Custodial Support Case Manager with us, your role will involve helping people rebuild their lives after incarceration and supports people released from custody to reduce the risk of harmful AOD use. They help participants reintegrate into the community using a variety of tools and supports such as, intake and assessment, transition planning and risk assessment, individual counselling and goal setting, supported referrals for clinical and medical interventions, referrals for employment, training and housing, family and community engagement and living skills development.

The aim of the program is to reduce risk of harmful AOD use, overdose and suicide, and to decrease re-offending rates. The role works with people exiting centres such as Clarence Correctional Centre or Mid North Coast Correctional Centre or those exiting custody elsewhere who intend to live in the region.

Hours and location: The program has a team of 4 staff and a manager. This role is part time working 24 hours per week across 3 or 4 days. There is no weekend work. They are based in Coffs Harbour with travel in and around the Clarence and Mid North Coast region. A vehicle is available for work in the community and surrounds.

About you:
Selection Criteria (See how to apply below)

Qualifications and checks
1. Diploma level qualification or above in Community Services, Social Work, Mental Health, Justice, Psychology and/or Welfare Studies
2. Current Driver's Licence, A satisfactory Criminal Record Check, Working with Children Check, COVID vaccination and First Aid certificate.

Professional skills and experience
3. Experience working within AOD, criminal justice or another relevant sector with an understanding of complex clinical presentations
4. Substantial case work experience to support a range of practical and psychosocial needs and community support for people who have experienced incarceration.
5. Demonstrated proficiency using the Microsoft suite, a variety of databases and video co

Additional selection criteria
To gain permission to enter correctional facilities, candidates must successfully pass the DCJ screening process.

Why staff love working at The Buttery
- ✓ Flexible working solutions to support work-life balance.
- ✓ Six annual leave weeks (pro rata) is provided to spend more time on holiday.
- ✓ Internal opportunities to transfer and work in other programs.
- ✓ Training and development opportunities.
- ✓ Access to external clinical supervision for direct service staff.
- ✓ 24/7 Employee Assistance Program includes access to an online wellbeing platform and financial and legal advice, free to staff and their immediate family.
- ✓ Salary sacrifice benefits allow a 6-12% increase in take home pay. Staff receive an ATO-approved incentive and can access 15,899 of tax-free salary to pay a mortgage, rent, loan, credit card or school fees.
- ✓ A $2,650 meal and accommodation card.
- ✓ The ability to package computer, phone, or novated vehicle lease costs.

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 will be remunerated at SCHCDS Level 4. For someone working a 38 hour week, this would be a package of approximately $96 including superannuation with access to salary packaging to potentially increase your take home pay by another 5k. The role is funded to September 2027 with potential for extension.

How to apply: Please email your resume and cover letter addressing the selection criteria above to recruitment@buttery.org.au

In your cover letter, please use each of the selection criteria above as a heading and write a brief paragraph under each one addressing it. Unfortunately, applications that do not address the selection criteria will not be considered.

Closing date: We will be processing applications every few days so we encourage you to apply at your earliest convenience so you don't miss out!