



THE BUTTERY

ROLE TITLE: AOD Support Facilitator

LOCATION: Port Macquarie

About the role

As an AOD Support Facilitator with us, you will get to support people in AOD recovery to connect with others, focus on their strengths and maintain a healthy lifestyle. This includes assistance with obtaining housing, education, training and employment. The target group are adults with a substance use disorder and complex needs. You'll find yourself in a position to support life changing outcomes.

Hours and location: The hours are 24 per week with no weekend work. This position is based in Port Macquarie. The role is hybrid and mobile and operates from an office space, home and in the community. You will get to work with participants both online and face to face.

A vehicle is available from a central location for work in the community.

The role is funded until 30th June 2026 with potential for extension.

About you: Selection Criteria

1. Diploma qualifications or above in welfare/psychology/social work or equivalent experience
2. Current Driver's Licence; Satisfactory Criminal Record Check; Working with Children Check; COVID vaccination and First Aid Certificate.
3. Demonstrated case management experience working in a recovery orientated framework
4. Demonstrated experience in coordinating care for persons with complex support needs, particularly Alcohol and Other Drugs (AOD) support needs co-occurring with serious mental health issues and other issues such as trauma, homelessness, contact with the criminal justice system and family and cultural separation.
5. Established networks and relationships with a range of services and communities in the local area
6. Demonstrated proficiency using the Microsoft suite, video conferencing applications and a variety of databases.

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/careers/>

For any other queries, please contact recruitment@buttery.org.au

This role will be remunerated at SCHCDS Level 3 \$37-40ph with access to salary packaging to potentially increase your take home pay by another 5k.

How to apply:

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.

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.

Applications close: We will be processing applications as they arrive and will make offers as soon as a suitable applicant is found