



**VICTORIAN ABORIGINAL  
HEALTH SERVICE**  
*Caring for the Community*

## Aboriginal Disability Liaison Officer

- Full-time position, fixed term
- Be a part of a supportive and dedicated team
- Use your experience and have a long-lasting impact on your clients

### About the Organisation

The Victorian Aboriginal Health Service (VAHS) was established in 1973 to address the specific medical needs of Victorian Aboriginal communities. 2023 marks as a landmark year as VAHS proudly celebrate it's 50-year of providing a comprehensive range of medical, dental, allied health and social services for our community.

As well as providing a variety of medical services, VAHS is committed to supporting the well-being of the community through contributions to community events and activities. VAHS is also committed to assisting research into the ongoing needs of the community.

VAHS is a child safe organisation, committed to child safety and wellbeing, and recruits' staff in accordance with the Child Safe Standards Victoria.

### About the Opportunity

The **NDIS Disability Liaison Officer** will engage and assist Aboriginal and Torres Strait Islanders who have a permanent disability to access NDIS. The officer will liaise closely with and support GP's and health professionals to collect and collate the evidence that is required to for NDIS applications.

The officer will also link clients who are not eligible for NDIS to relevant internal and external services, will provide outreach and will work closely with NDIS Local Area Coordinators to build the community's trust and confidence in NDIS.

### Key Selection Criteria

To be considered for this role you must have the following.

- Knowledge and understanding of the Aboriginal community-controlled health sector
- Experience in advising and supporting people with disability to access services
- Experience in NDIS processes and systems
- High level of communication, interpersonal and collaboration skills
- Continuous improvement orientation

### How to Apply

Please forward your covering letter (addressing the key selection criteria) and resume to [Employment@vahs.org.au](mailto:Employment@vahs.org.au) before Tuesday 5pm, 15 August 2023.

*Please note: You will need to be vaccinated against Covid 19 and be prepared to undergo a police background check and NDIS screening check as part of the recruitment process.*