



# Position Description

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<b>Position Title</b>	Creative Learning Team Performer
<b>Division / Team</b>	Healthy Communities
<b>Reports to</b>	Creative Learning Team Coordinator
<b>Agreement / Award</b>	Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement 2022
<b>Classification</b>	Level 2
<b>EFT / Term</b>	As per contract of employment
<b>Work Location</b>	As per contract of employment
<b>Date Approved</b>	January 2026

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**About Ballarat Community Health** Ballarat Community Health (BCH) provides a wide range of community health and wellbeing services across Ballarat and Western Victoria. We are passionate about improving the health and wellbeing of the communities we support and addressing health and social inequality. We strive for safe, effective, connected, person centred quality services, and advocate to improve systems to bring about positive outcomes for the broader community. Our work is guided by our core values. These values inform how we work with each other, the partnerships we develop, as well as how we collaborate with and support our community. At BCH we believe our people are our greatest asset. We know that developing and retaining a skilled workforce is fundamental to our success. We are committed to nurturing an inclusive, capable and diverse workforce, and creating environments where our people thrive and excel.

**Our Purpose** Creating healthy communities through the provision of accessible, affordable and quality health and wellbeing services.

**Our Leading Principles** Address health inequity and inequality  
 Improve the health and wellbeing of our community  
 Have impact and be sustainable

<b>Values</b>	<b>Respect</b> Valuing other points of view and treating people with respect	<b>Integrity</b> Acting with sincerity and honesty	<b>Courage</b> Strength in the face of challenges
	<b>Resilience</b> The ability to be strong in adversity, and bounce back with renewed hope	<b>Responsibility</b> Being reliable and accountable to others	<b>Optimism</b> Focusing on potential and abilities

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**Diversity Statement** Ballarat Community Health recognises and celebrates the diversity of the community within which we work. We acknowledge the first peoples of Australia and their unique contribution. We welcome and work with people of all ages and health status, of all races, abilities, gender identities, sexual orientations, religious, cultural, and linguistic backgrounds, and financial status.

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**Position Summary** Working within the Health Promotion Team, the role will focus on the development and implementation of educational performances, community arts projects, workshops and other creative avenues to promote health and well-being in the community. The role will also involve liaising with the Healthy Communities Coordinator and the Creative Learning Team

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Coordinator to offer a range of creative activities that focus on Ballarat Community Health's Community Health Health Plan (CH-HP) 2025-2029.

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**Principal Areas of Responsibility**

- Participate in the delivery of programs and activities that are based on an identified need.
  - To assist the Creative Learning Team Coordinator in the development of a variety of creative activities, including performances, and workshops in accordance with the priority areas of the 2025-2029 CH-HP Plan
  - In conjunction with the Health Promotion Team, assist in the implementation of effective evaluation tools and participate in evaluation and program feedback
  - To perform other duties as directed by the Creative Learning Team Coordinator
  - To actively participate in networks and panels as identified by the Creative Learning Team Coordinator
  - Assist in setting up and packing up the performance space, including props and banners.
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**Scope**

- To follow leadership and management direction and seek advice on all matters outside usual scope of practice.
  - Work closely with and under direction from the line manager.
  - Follow established work practices, policies and procedures.
  - Practice in a manner consistent with the requirements of the relevant professional registration requirements and relevant registration board
  - Continuing education to keep abreast of changes
  - It is not within the scope of this position to provide individual clinical assessments, advice or treatment
  - To maintain competency requirements to facilitate group programs if relevant
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**Organisational Responsibilities**

- Be aware of and perform all duties in accordance with the organisation's stated policies and procedures
  - Understand practice frameworks relating to the Multi Agency Risk Assessment and Management (MARAM) framework and Information Sharing Schemes
  - Establish and maintain cooperative working relationships with staff and always ensure alignment with the BCH values
  - Work within professional boundaries and relevant scope of practise at all times
  - Maintain relevant professional registration
  - Work cooperatively across the teams to provide a comprehensive coordinated health promotion service
  - Attend approved professional development sessions and keep up to date with current developments, theories and practises in the field
  - Participate in compulsory BCH training programs
  - Ensure that client and staff confidentiality is respected and upheld at all times
  - Attend and actively participate in meetings as required
  - Represent and promote Ballarat Community Health appropriately, taking into consideration BCH advocacy statements and values
  - Participate in performance development plans and supervision
  - Participate in the organisation's continuous quality improvement programs and activities
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**Qualification requirements**

- Relevant tertiary qualifications and/or relevant experience
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**Key Selection****1. Experience:**

**Criteria**

- An understanding of health promotion and/or community development
  - Relevant experience in performing arts/drama and script writing
- 2. Interpersonal Skills:**
- Ability to work independently and as part of a team
  - Excellent interpersonal skills to deal with a wide variety of individuals
  - Excellent oral communication skills
- 3. Written Communication:**
- Strong written communication skills
- 4. Computer Skills:**
- Knowledge of and ability to use the Microsoft Office Suite and Windows based programs
- 5. Organisational Skills:**
- Ability to prioritise workloads and conflicting tasks and manage deadlines
  - Proven ability to use initiative to solve problems
  - High attention to detail
- 6. Alignment with BCH values:**
- Ability to align with the BCH values in all areas of work
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**Conditions of Employment and other relevant information**

- The successful applicant will be required to maintain a current driver's licence.
  - BCH strongly supports Equal Opportunity and Access to Services, and requires all staff to be sensitive and inclusive of individual needs including but not limited to cultural, religious and sexual orientation.
  - The successful applicant will be required to undertake a police records check. Appointment is subject to the outcome of this check.
  - The successful applicant will be required to obtain and maintain a valid employment Working with Children Check whilst employed in this position.
  - Prior to being appointed to this position it is required that there is a full disclosure of any pre-existing injuries or disease that might be affected by employment in this position.
  - BCH reserves the right to vary the location of the position according to the needs of BCH and its clients and any future changes to the BCH's areas of operation.
  - Management may alter this Position Description if and when the need arises. Any such changes will be made in consultation with the affected employee(s). Statements included in this position description are intended to reflect in general the duties and responsibilities of this position and are not to be interpreted as being all inclusive.
  - Salary sacrifice arrangements are available to all staff subject to BCH's ongoing Fringe Benefits Tax exempt status.
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