



Community Leisure and Lifestyle Worker

DEPARTMENT: Community Services
RESPONSIBLE TO: Community Care Team Leader

The Role

The Leisure and Lifestyle Worker is tasked with creating and implementing activities that enhance quality of life by promoting and assisting individuals in engaging with a diverse array of leisure interests.

Key responsibilities

- Provide a recreation and lifestyle program that will enhance the wellbeing of consumers and supports them to optimise their independence while meeting their needs, goals and preferences both within the community sites across multiple locations
- Complete comprehensive assessments, documenting each consumer’s individual needs, goals and preferences.
- Involve the consumer and their family in developing an individualised leisure and lifestyle program based on the assessments and evaluation of the consumer’s participation in programs.
- Plan and coordinate a range of leisure interests for people living with dementia and other complex needs, which aim to maintain independence, using familiar routines and existing skills.
- As part of a multi-disciplinary team, assist with the development and implementation of strategies to deal with behaviours and psychological symptoms of dementia with the aim of improving the quality of life and well-being of the consumers.
- Assist staff to provide an environment that is conducive to optimal physical and psychological well-being, eliminating or decreasing behaviours of concern.
- Identify and manage risks associated with leisure interests in line with consumer’s care needs and preferences. Support consumers to safely maintain independence and enjoy a high quality of life.
- Actively participate in MTHCS’s quality management system in relation to implementation of The Aged Care Quality Standards.
- Work as part of a multi-disciplinary team and exhibit an awareness of the benefits of a joint approach to leisure and lifestyle programs.
- Be responsive, prompt and courteous when interacting with consumers, families and colleagues; and responding to the needs of consumers and stakeholders.
- Communicate in a manner that demonstrates respect, accept individual differences and uphold the rights of individuals while providing emotional support to consumers and relatives when required.
- Effective time management: including prioritising daily tasks according to workflow and working flexibly to take account of consumer’s needs.
- Ensure consumers are supported to feel connected and engaged in meaningful recreational and leisure interests that are satisfying to them and supports their spiritual, cultural, emotional and psychological well-being.
- Communicate with Hotel Services staff regarding consumer’s food and beverage preferences and their abilities to participate in leisure interests and special events.
- Ensure appropriate, regular and timely communication with consumers and stakeholders about the recreational and lifestyle program and develop strategies to encourage consumer participation.
- Provide leadership and clear, effective direction to the volunteers who provide support for the recreation and lifestyle program.

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- Other duties as directed.

Key Selection Criteria:

Essential:

- Certificate IV in Leisure and Health or equivalent, or willingness to work towards gaining qualification.
- Proven ability to apply high ethical standards, and represent MTHCS in a professional manner.
- Current Driver’s Licence.
- Current Police Check.

Desirable:

- Previous experience working in community aged care services is desirable.
- Knowledge and experience in developing and implementing Leisure and Lifestyle Programs.
- Genuine commitment to enhancing the quality of life of elder persons.
- Understanding and knowledge of diversional therapy.
- Understanding of Montessori in Aged Care.

Our Vision

Leading our communities to excellence in integrated health and MTHCS

Our Mission

To provide people of all ages with access to quality, person-centred care in the Mallee.

Our Philosophy

Equitable and timely access to innovative models of care, supported by a local workforce that is engaged with the community.

Our Services

Mallee Track Health and Community Service is a multipurpose service (MPS) for all Mallee Track Communities encompassing a total area of 18,000 square kilometres. The health services include General Practice Clinics and Urgent Care at Ouyen and Sea Lake, Acute and Sub-Acute inpatient and outpatient services at Ouyen and Sea Lake, Community Aged Care and Residential Aged Care at Ouyen and Sea Lake. The community services include Allied Health, Delivered Meals, Community Transport, Social Support and Leisure and Lifestyle activities for Ouyen and Sea Lake as well as Early Years education and care for Ouyen, Sea Lake, Underbool, Murrayville and Manangatang. Community development activities include Rural Outreach and Neighbourhood Houses.

Our Values



- **Accountability** We define our expectations and are accountable for our actions.
- **Excellence** We set high standards and continually strive to improve on them.
- **Compassion** We treat everyone with care, respect and dignity.

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- **Teamwork** We work collaboratively and in the spirit of partnership.
- **Integrity** We endeavour to do the right thing in all circumstances, even if no-one is watching.
- **Transparency** We are open and honest and embrace positive change.

Public Sector Values

As a Public Sector organisation, Mallee Track Health and Community Service adheres to the public sector core values. All staff are required to uphold these values.

- **Responsiveness:** Providing frank, impartial and timely advice to the Government; providing high quality services to the Victorian community and identifying and promoting best practice.
- **Integrity:** Being honest, open and transparent in dealings; using powers responsibly; reporting improper conduct; avoiding real or apparent conflicts of interest and striving to earn and sustain public trust of a high level.
- **Impartiality:** Making decisions and providing advice on merit and without bias, caprice, favouritism or self-interest; acting fairly by objectively considering all relevant facts and fair criteria and implementing Government policies and programs equitably.
- **Accountability:** Working to clear objectives in a transparent manner; accepting responsibility for their decisions and actions; seeking to achieve best use of resources and submitting themselves to appropriate scrutiny.
- **Respect:** Treating others fairly and objectively; ensuring freedom from discrimination, harassment and bullying; using their views to improve outcomes on an ongoing basis.
- **Leadership:** Actively implementing, promoting and supporting these values.
- **Human Rights:** Making decisions and providing advice consistent with human rights and actively implementing, promoting and supporting human rights.

Mallee Track Health and Community Service is a smoke free workplace

Child Safe Organisation

Mallee Track Health and Community Service is committed to preventing child abuse, identifying risks early, and removing and reducing these risks.

Occupational Health and Environmental Safety

All MTHCS employees will:

- Ensure that they take reasonable care to protect their own health and safety, and the health and safety of others.
- Agree to abide by all of MTHCS infection prevention and control policies and procedures
- Use any equipment provided for health and safety purposes.
- Obey reasonable instructions given by MTHCS in relation to health and safety at work.
- Help MTHCS meet our duty of care, such as by undertaking hazard inspections.
- Comply with all MTHCS OHS policies and procedures
- Ensure they do not interfere with or misuse anything provided in the interests of health and safety

Section 21 of the Occupational Health & Safety Act 2004, requires an Employer to provide and maintain, so far as is reasonable and practicable, a safe workplace for all employees and ensure that no employee is placed at risk of injury while performing the duties and responsibilities required by their position.

To comply with this obligation, MTHCS requires all candidates/employees to have the mental and physical capacity to safely perform the inherent requirements of the position they are applying for (or have been appointed to).

If a risk is identified and fitness to safely perform the duties of the position needs to be determined, MTHCS with the agreement of the candidate/employee, will arrange an independent medical assessment to determine capacity to safely perform the inherent requirements of the position to minimise the risk of injury or aggravation of any pre-existing condition the candidate/employee may have.

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Acknowledgement

I acknowledge that I have received a copy of this position description. I have read (or have had read to me) and understand the requirements of this position. I agree to work in accordance with this position description, the legislative requirements and policies and procedures of the organisation.

Signed: _____ Date: ____/____/____
Staff Member

Print Name: _____

Signed: _____ Date: ____/____/____
Executive Officer

Print Name: _____

cc: Personnel File

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