

Position Description

Position Title	Peer Facilitator
Location	Karuna Hospice Services 27 Cartwright Street, Windsor QLD
Department	Community Services
Hours	Part-time 0.6 FTE (6 Day Fortnight)
Classification	SCHADS Level 3 Schedule B
Position Purpose	The Peer Facilitator delivers structured In-Person Peer Support (IPPS) programs for carers. Drawing on their own lived experience, they create a safe and inclusive environment where carers connect, share, and learn from one another. The facilitator supports carers' wellbeing through reflective practice and promotes empowerment using the CHIME framework.
Reports To	Team Leader – Family Support
Direct Reports	<ul style="list-style-type: none"> • Nil
Our Purpose	Karuna Hospice Service Ltd ("Karuna") is a community-focused organisation guided by Buddhist principles. Karuna is dedicated to alleviating suffering by fostering choice, agency, and quality of life for all. Through specialised end-of-life care and other holistic supports, we provide compassionate, dignity-centred guidance to individuals, carers, and the broader community. As part of our team, you will help uphold these values with intent and compassion, to empower people to embrace both living and dying, and support them to find peace within.
Our Values	<ul style="list-style-type: none"> • How we think: Humility <i>To delight in providing noble service in an altruistic manner for the benefit of all with whom we connect.</i> • How we act: Kindness <i>With a generous spirit we will nurture relationships with grace and empathy.</i> • How we relate: Respect <i>We commit to freely offering and affirming the uniqueness of all we encounter.</i> • How we find meaning: Courage <i>'Courage is about stretch, it is about realising that something more or different can be done, developing the determination to do it, and then carrying through despite all obstacles'</i> <p>16 Guidelines for Life.</p>
Our Strategic Plan	<ul style="list-style-type: none"> • <u>KHS Strategic Plan 2024 - 2027</u>

Key Accountabilities and Outcomes

Program Delivery

- Facilitate In-Person Peer Support (IPPS) programs for carers in line with training and guidelines
- Promote connection, peer learning, and carer wellbeing through lived experience storytelling
- Encourage self-care and resilience using the CHIME framework
- Evaluate sessions and contribute to continuous improvement

Engagement and Promotion

- Create inclusive, safe spaces that reflect Karuna's values
- Build relationships with internal and external stakeholders to support referral pathways
- Participate in community engagement to raise program awareness

Collaboration and Development

- Co-facilitate workshops as required
- Attend supervision, training, staff meetings, and Community of Practice sessions
- Support development of peer-led initiatives and self-guided sessions

Administration

- Professionally and promptly complete all required administrative tasks, data collection, and reporting
- Maintain confidentiality and professional standards
- Adhere to organisational policies, procedures, and continuous improvement initiatives

Selection Criteria

Essential

- Lived experience as a carer of some one with a life limiting illness
- Certificate IV in a relevant discipline or equivalent experience
- Understanding of the carer role and its impact on wellbeing
- Experience facilitating peer-led or psychosocial education programs
- Strong interpersonal, communication, and IT skills
- Current Driver's Licence
- National Police Check (within the last 12 months)
- Working with Children Check / Blue Card
- NDIS Worker Screening Check / Yellow Card
- Completion of the NDIS Worker Orientation Module
- Valid Australian working rights

Desirable

- Multilingual capabilities
- Knowledge of local health and community networks

Key Skills & Attributes

- Confident facilitator and communicator, both written and verbal

Position Description

- Empathetic, inclusive, and skilled in safe storytelling
- Able to work autonomously and as part of a team
- Organised and goal-oriented with sound planning skills
- Comfortable with digital tools and client systems

Signature:
(Employee)

Date:

Signature:
(Manager)

Date: