



Position Description

Program or Function name:	Family Services
Role Title:	Family Preservation and Reunification Team Leader
Award Classification: (If relevant)	SCHCADS 7
Location:	Flexible
Employment Status:	Full time, until 30 June 2021 (possibility of extension)
Reports to:	Program Manager, OzChild

OzChild

Founded in 1851, OzChild supports vulnerable children and young people by providing healing, preventing abuse and neglect and strengthening families.

It is our goal to see that all children and young people are safe, respected, and nurtured, and reach their full potential.

Child Safety

We are committed to protecting children and young people from all forms of abuse, bullying, exploitation and neglect, and to creating environments in all our programs and services where children are safe and feel safe.

We are committed to listening to children and addressing any concerns they raise with us. OzChild will treat all allegations of child abuse very seriously. We will report all allegations in compliance with incident reporting, mandatory reporting and reportable conduct requirements.

All OzChild People are required to support this commitment to child safety, and to behave appropriately towards children at all times.



Role Purpose Summary

OzChild's Victorian Family Preservation and Reunification Response is an evidence-based response aimed at working collaboratively with the Children, Families, Communities and Disability Division to provide an immediate, intensive and sustained intervention which will provide better support and achieve real and measurable outcomes for vulnerable families.

Implementing a wrap around, evidence-informed case management led Family Preservation and Reunification (FPR) team, who will work alongside our SafeCare educators and Functional Family Therapy-Child Welfare (FFTCW) therapists, OzChild will deliver a culturally safe early intervention response through the evidence-based programs FFT-CW or SafeCare (see appendix 1). OzChild's FPR Team Leader will work with DHHS Child Protection Practitioner to identify and prioritise clients for intervention, utilising a relational approach that is adaptable and responsive to family's needs to address individual issues and stressors. Our strengths-based approach is client centred, integrates the use of evidence informed elements like motivational interviewing, communication and parenting, respects self-determination and promotes resilience.

In doing so, the position will support the OzChild Way behaviours and accountabilities as follows:

- **We deliver evidence-based services:** Utilise your professional knowledge and skills to monitor, review, develop and maintain policy, procedure, practices and guidelines that supports the accurate and timely completion of processes and reporting to support our Service Delivery and Program Teams.
- **Our customers determine our success:** Support and continually develop and enhance networks within OzChild and the capability of our Service Delivery and Program Teams to support the effective delivery of high quality services to children and young people, their families and to carers/volunteers.
- **We deliver innovative solutions:** Engage others in the development of functional plans, tactics and activities to support innovation in services and achieve the desired outcomes articulated in the OzChild Strategic Plan.
- **We set each other up for success:** Support collaboration with internal and external stakeholders and directly support your team and the Service Delivery and Program Teams by providing the necessary guidance, development, and tools for people to achieve success in their roles.
- **I learn, adapt, grow, and embrace my cultural competence:** Demonstrate a willingness and energy for personal learning, adapt to and embrace change, and develop your cultural competence.



Position Specific Responsibilities

- Attend case allocation conference meetings.
- Participate in operational Governance arrangements to monitor and improve processes for FPR practitioner.
- Provide quality practice leadership and expert and specialist case practice advice in relation to family preservation and child reunification and collaborative practice approaches.
- Regularly report on capacity and outcomes of the FPR team within a local area to the Child Protection Navigator and Operations Group in each area.
- Leverage partnership to support children and families to connect into services they require.
- Ensure collaboration with the allocated Child Protection practitioner.
- Maintain IRIS recording and the use of the North Carolina Family Assessment Scale (NCFAS G +R), pre and post, to demonstrate outcomes.
- Develop good working relationships with Aboriginal lead agencies to ensure that cultural safety is embedded in practice and to achieve good outcomes for Aboriginal children and young people.
- To participate in the recruitment of staff.
- To ensure that staff are developed, supported and coached to assist in performance development.
- To ensure that a focus on workplace/home safety is encouraged and that all programs have a system in place to minimise the risk of injury to clients and staff.
- To oversee the operation of the recruitment, assessment, training, review and ongoing support and monitoring process for staff.
- Implement performance management systems for staff including the provision of regular professional supervision and support in accordance with supervision policies and standards.

Key Job Relationships

Internal

- All OzChild employees
- Children and Young People and their families

External

- CPN Navigator, CP practitioner, DHHS and other Government Bodies
- Community organisations
- Other community/welfare agencies
- Peak welfare associations and network

Qualifications

Essential

- An appropriate tertiary qualification in Social Work, Psychology, Community Services Work or a related discipline is essential.

Desirable

- Post Graduate qualifications in family therapy.



Screening and Licences

- OzChild conduct interviews, reference checks and ensure the completion of satisfactory safety screening including National/International Police Check and Working with Children Checks relevant to the State or Territory that employment and undertaking of position occurs.
- Must be able to drive, provide and maintain a valid Drivers' Licence and have access to reliable transportation.

Skills and Experience

- Extensive experience and comprehensive understanding of Child and Family Services, the Child Protection system and court orders
- Experience in developing strengths-based risk and needs assessments with families and holding risk
- Solid understanding of the principles and challenges of supporting vulnerable families and knowledge of Child Protection issues in relation to children 'at risk'.
- An understanding of cultural contexts and the unique needs of Aboriginal children and young people, their families and communities.
- Understanding of the broad range of issues impacting on the community services sector.
- Good communication and organisational skills.
- Excellent written skills.
- Effective network development skills.
- Sound computer skills, including the Microsoft Office suite and email, plus familiarity with web-based information management, communications and accounting systems.

Mandatory Training

All employees of OzChild are required to complete Mandatory Training and Program Specific training upon commencement of employment and complete refresher training as required.

Conditions of Employment

The hours for this role are as per the employment contract (up to 76 hours per fortnight) between the hours of 7am and 7pm. In order to perform the duties of the role effectively you will be required to work additional hours or vary your working times as appropriate and necessary from time to time in order to provide flexibility to meet your clients' needs. OzChild has a flexible approach to hours of work.

Organisational Responsibilities

- Demonstrated ability to work as part of, and contribute to, a person-centred team.
- Facilitate effective working relationships with key stakeholders and functions of OzChild to enhance outcomes for clients, their families and other people significant to the client.
- Undertake all interactions with others in a culturally sensitive manner and take appropriate account of cultural and linguistic diversity.
- Ensure Child Safety standards are understood and adhered to.
- Attend related meetings, workshops, conferences and training as required.



- Ensure privacy and confidentiality are upheld at all times.
- Be familiar and comply with OzChild’s Code of Conduct, policies, procedures and other work instructions as updated from time to time.
- Represent OzChild in a positive manner internally and externally including forums, meetings and training.
- Assist in the development of continuous improvement and service accountability initiatives as needed.

People Leader Responsibilities

- Ensure they comply with OzChild’s Code of Conduct, policies and procedures;
- Model behaviours and demonstrate commitment to foster an environment and conditions that motivate OzChild People to strive to achieve their full potential and contribute to the achievement of OzChild’s strategic objectives;
- Build on the capability and excellence of our workforce through proactive recruitment, advancement and retention strategies;
- Demonstrate fairness, transparency and accountability in decision making;
- Clearly articulate the expectations and ensure understanding by those OzChild People that report to them and their teams;
- Support and implement initiatives to enhance flexibility, inclusiveness and diversity, respect differences and foster an environment and relationships that are safe, healthy, positive, supportive and free from all forms of harassment, bullying and discrimination;
- Educate and support OzChild People to ensure compliance with our code of conduct and commitment to cultural awareness and child safety;
- Through formal and informal engagement, dialogue, process and procedures, constructively and proactively enhance the performance of OzChild People that report to them and their teams;
- Ensure the individual career goals and personal aims of OzChild People are identified, promoted and their achievement supported;
- Provide training and development opportunities to OzChild People that report to them and their teams to ensure they have the necessary qualifications, skills, certificates and clearances to meet the requirements of their position;
- Acknowledge and celebrate behaviour and achievement of OzChild People that advances and improves organisational performance and OzChild’s reputation;
- Foster the use of technology and new ways of working to enhance collaboration, effectiveness and outcomes;
- Ensure the safety and foster initiatives to enhance well-being; of self and others;
- Develop and maintain effective and constructive communication with OzChild People and other persons;
- Delegate effectively, and coach and mentor OzChild People;
- Treat any reports of or complaints of unfair treatment, discrimination, harassment and/or bullying sensitively and in accordance with OzChild policies and procedures; and
- Ensure they and the OzChild People that report to them and their teams have the necessary procedures, tools, systems and infrastructure to support OzChild People.



Safety and Wellbeing Responsibilities

Comply with the requirements of relevant legislation and related policies and procedures developed by OzChild which is not limited to but does include:

- Implement OzChild’s policies and procedures, observing all legislative requirements and monitoring/reviewing safety and wellbeing performance within their area of responsibility;
- Demonstrate commitment to safety and wellbeing through participation in formal and informal monitoring, discussions, workplace inspections and audits, and including safety and wellbeing as an agenda item in program or area of responsibility meetings;
- Participate in the resolution of safety issues within their program or area of responsibility;
- Report all work health and safety breaches, hazards and incidents, and assist with actions to reduce and eliminate risks Investigate all Incidents and/or Hazards within their program or area of responsibility.
- Engage with their Safety and Wellbeing Representative/s within their program or area of responsibility;
- Ensure the physical and psychological health and wellbeing of OzChild People is promoted and supported through programs and initiatives designed to enhance OzChild People wellbeing;
- Embed a culture whereby OzChild People are encouraged to discuss safety and wellbeing issues and concerns in a transparent and open manner;
- Provide such information, instruction, education and supervision for OzChild People that will enable them to perform their work in a safe manner and adopt behaviours that enhance the wellbeing of self and others;
- Initiate actions to improve safety and wellbeing within their program or area of responsibility;
- Participate in safety and wellbeing training and ensure OzChild People in their program or area of responsibility also participate in training obligations as required;
- Report any work related or non-work related injury or illness;
- Support return to work programs to facilitate safe and durable return to work for OzChild People, where possible, for both work related and non-work related Health Condition/s.

Responsibilities stated herein reflect the primary functions of this job and should not be construed as an exhaustive list of duties. They may vary or be amended from time to time without changing the roles level of responsibility.

I have read and understood the position description.

Team Member Name:

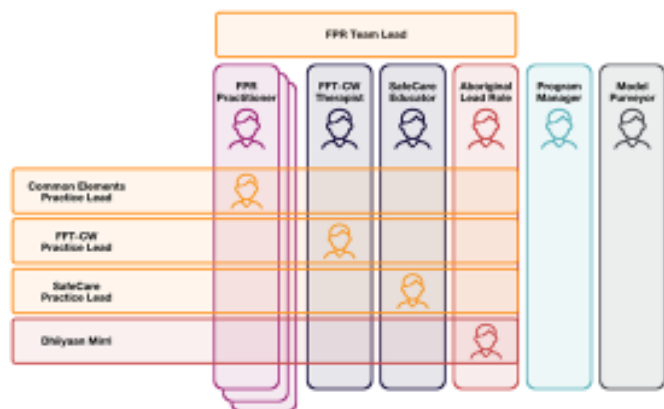
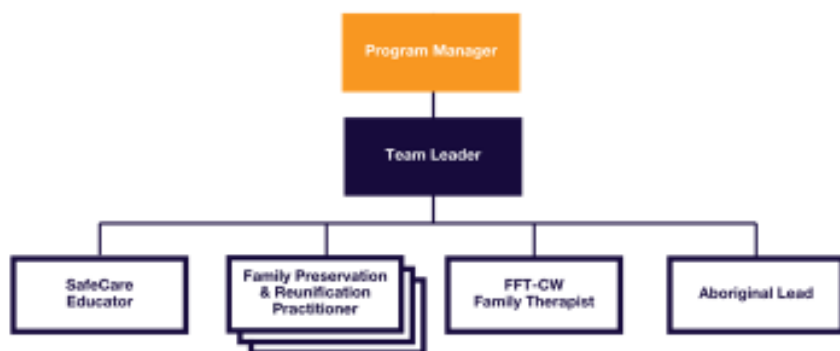
Team Member Signature:

Date:

[Click here to enter a date.](#)



OzChild's Family Worx Model & Structure



Hours and interventions will be prioritised based on family's need	SafeCare® Educator	Family Preservation and Reunification (FPR) Practitioner	Functional Family Therapist-Child Welfare (FFT-CW) Practitioner
Up to 200 hours		CONNECT <ul style="list-style-type: none"> Family identified at CP panel Allocation to FPR practitioners 24 hour response 	
		UNDERSTAND & PLAN <ul style="list-style-type: none"> Assessment incl Child and Family Action Plan Use of common elements 	
		BUILD SAFETY & EMPOWER <ul style="list-style-type: none"> Risk planning Intensive support to achieve stability Reunification focus 	
Up to 40 hours	SafeCare® <ul style="list-style-type: none"> Pregnant mother and/or child between 0 and 5 years Focus on child safety, health, parent-child interactions 	LINK UP <ul style="list-style-type: none"> Internal supports based on family needs External community supports 	FFT-CW <ul style="list-style-type: none"> Family with child/youth between ages of 0 and 17 years Focus on family therapy
	<ul style="list-style-type: none"> Sustainability of evidence-based intervention Sustainability of evidence informed 	CREATING OPPORTUNITIES <ul style="list-style-type: none"> Sustainability plans Maintenance period 	<ul style="list-style-type: none"> Sustainability of evidence informed interventions Sustainability of evidence informed interventions
		CLOSURE <ul style="list-style-type: none"> Achievement of goals 	

