

Position: Child Advocacy Officer

NPYWC Program: Child and Family Wellbeing Service

Employment Details: Permanent, Full Time, 38 hours per week

Location: Alice Springs with some remote travel as required

Base Salary: \$71,420 – \$80,806 p.a. (negotiable based on experience) with additional benefits

Our Purpose:

To support all Anangu, especially women and children, to have a good life, guided by culture and sound governance, through the collective agency of women.

Our Values:

We are an Anangu-led organisation. We believe in the strength of our people, our culture, and the collective agency of women. We are continually guided by our values, to deliver on our purpose and ensure we deliver for and to our community, more and better choices; a good life for all Anangu.

Your Team:

The Child and Family Wellbeing Service is made up of three programs; Child Nutrition, Intensive Family Support and Child Advocacy.

The primary focus of the Child and Family Wellbeing Service (CFWS) is to deliver targeted, efficient and effective community services within the NPY region, seeking the best possible outcomes with regard to improving the quality of life for Anangu children and communities.

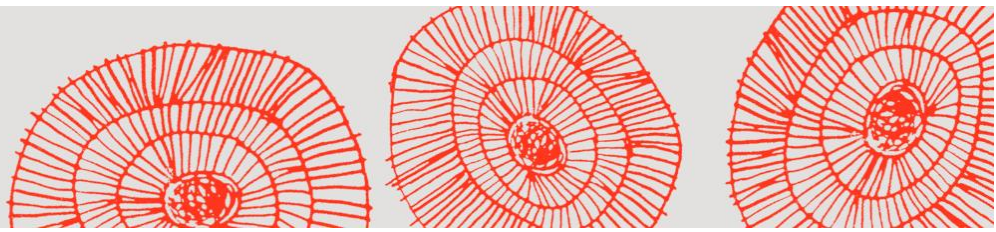
Your Role:

The Child Advocacy position was created due to the noticeable increase in families seeking assistance from NPY Women's Council (NPYWC) programs and staff to negotiate the Child Protection system.

The position works primarily with families where children have been removed, advocating for families in regard to: access arrangements and support; legal assistance; information gathering; kinship carer identification; referrals out and reunification support.

Your Responsibilities:

- Provide information and advice to families to ensure that they understand their rights and the law with regard to the removal of their children through family oriented, client centred case management including developing a case plan, engage in reviews of these case plans, obtaining consent to participate in the program and facilitate communication between all parties.
- Work collaboratively with the child's family and appropriate cultural and community representatives to ensure that all relevant parties are involved in case planning, review processes and family conferencing as required.
- Assist families to gain access to legal representation when their children are at risk of removal or have been removed.
- Negotiate with legal advisors and families to ensure that reunification plans are actively pursued where applicable.
- Advocate for carers and children to have access to culturally appropriate support, education, resources and services with particular regard to court orders and Statutory imposed case plans.



- Upskill and support NPYWC staff in their understanding of Child Protection Legislation by facilitating presentations, running inductions for new staff and assisting with Child Protection matters.
- Update and develop Child Protection resources that are accessible to a range of stakeholders including families, communities and staff.
- Develop and maintain partnerships with relevant organisation staff such as Aboriginal Legal Services, Police Services, Child Protection Departments Workers.
- Provide support to the Child and Family Wellbeing Program to develop child protection submissions and papers where required.
- Ensure records are kept up to date. This includes client case file management; workshop statistics; filing of meeting minutes; administration of Emergency Relief and brokerage funds; and reports to team meetings, the CFWS Manager, & NPYWC Directors and Communities.
- Administer and maintain accurate records, data collections and reports as required by the funding body within the specified time frame and in consultation with the Walytjapiti Team Leader.
- Be responsible for the maintenance and accountability of vehicle and project equipment.
- Attend and provide reports to NPYWC Directors, General Meetings and other meetings as required.
- Attend training courses as required.
- Other reasonable and lawful duties as directed.

Skills and Experience:

- Demonstrated case management or community development experience with families and children.
- Commitment to, and experience of, using a 'rights based' approach in previous work.
- Demonstrated experience and a sound understanding of advocacy with similar client groups.
- Existing knowledge, or the ability to acquire knowledge, of relevant Child Protection legislation as it applies to the NPYWC tristate region.
- Capability to be flexible and work co-operatively in a team.
- Ability to work with minimal supervision including being able to plan and use time effectively.

Qualifications:

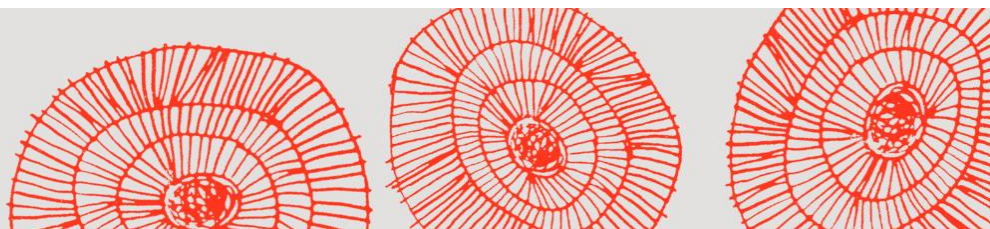
Tertiary qualifications in Social Work, Advocacy, Law or Community Development and / or relevant experience.

Remuneration:

- Base Salary: \$71,420.82 – \$80,806.10 per year
- 9.5% Superannuation
- Generous Leave Entitlements
- Salary Packaging Benefits
- Retention Bonus

Employment Conditions:

- Work in a manner consistent with NPYWC Values, Code of Conduct, Rules and advocacy positions.
- Follow and work within NPYWC policies and procedures.



- Be responsible and accountable for your own and others health, safety and wellbeing.
- If applicable, the employee will provide the highest standards of service to clients at all levels by modelling service excellence that meets the needs of clients and enhances the profile of NPYWC.
- Some positions will require working in remote communities for extended periods and out of hours' work requiring overnight absences.
- Remote positions include accommodation. Usually this is stand-alone accommodation, however from time to time, based on accommodation and service delivery demands, this situation may change and staff may be required to co-share a NPYWC leased or owned property.
- Every employee is required to have (or willing to obtain) a current and valid criminal history check, and if applicable, a Working with Children Check.
- We require all staff to have a current Australian manual driver's licence.
- A current First Aid certificate or a willingness to undertake training.
- Experience in operating a manual 4WD vehicle or a willingness to undertake training.
- A good level of health and fitness that matches the requirements of the role. If so required by NPYWC you may be required to undergo a pre-employment medical assessment.

We are committed to building a respectful and inclusive workplace, appointing the best person for the role and supporting diversity.

All information will be held in the strictest of confidence.

To find out more about this position, please contact Shelagh Woods, Child and Family Wellbeing Service Manager on 08 8958 2366 visit <https://www.npywc.org.au/jobs/> for more information about the role and what it's like to work for us.

APPROVED COPY

Signed:

Date: September, 2019

PROGRAM MANAGER

ACKNOWLEDGEMENT FOR RECEIPT OF POSITION DESCRIPTION

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Employee Name (Please Print)

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Employee Signature

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Date