

Job Description:

Job Title:	Targeted Care Packages- Keyworker		
Job Type:	Full Time, 12 Months Fixed term Contract	Location:	Wodonga/ Wangaratta
Reports to:	Team Leader	Direct Reports:	
1. Job Purpose:			
<p>Targeted Care Packages (TCPs) are an initiative of the Department of Health and Human Services in response to the State Government priority to reduce the number of children/young people residing in residential care- the priority group being Aboriginal children and young people aged 0-19.</p> <p>The VACCA Targeted Care Packages Program is a relatively new program that provides culturally relevant support to Indigenous young people to a) successfully transition out of residential care to any alternative form of placement where their needs will be better met or b) preserve and sustain their current placements to prevent them from entering residential care.</p> <p>TCPs are creative and innovative care packages developed around specific children / young people aged 0-19 years as a wrap-around service incorporating all aspects of support and brokerage required in order to meet the above said objectives. TCPs are designed to provide holistic support to children / young people, their family, carers and others through a care team model, across the service system. They are designed to follow the child / young person throughout the remainder of their care experience if required, and for a period of up to six months post reunification or permanent care and up to twelve months from the end of their last order. By their nature, TCPs are designed to sit outside of traditional program boundaries.</p> <p>The Key Worker (Case Manager) will be:</p> <p>a) providing high level intensive case management services to the particular TCP client/s b) delivering the TCP.</p>			
2. Position Accountabilities			
Case Management			
<ul style="list-style-type: none"> - To provide case work supervision and support for children, young people and their families in accordance with the framework of the program and consistent with the Aboriginal Child Placement Principle. - To meet regularly with families/clients, sometimes in their homes, to provide ongoing support to ensure high quality culturally safe services. - To conduct ongoing risk assessments, identifying potential for harm and protective factors, and where appropriate, implement risk management strategies 			
Administration			
<ul style="list-style-type: none"> - To develop and complete work plans, court reports and other relevant reporting requirements within the specified timeframes - Ensure the case management, care giver, clients notes and all critical client information are captured electronically to ensure high standards of service delivery. 			
Relationship and Collaboration			
<ul style="list-style-type: none"> - To develop co-operative working relationships with external agencies and providers to optimise client service delivery and referral 			

Program Development

- Participate in the continuous development of program guidelines and evaluations processes for the program to ensure high standards of service delivery of program.

Others

- To participate in supervision, staff appraisal and staff development to uphold VACCA's policies of professional development.
-

3. Key Selection Criteria

Knowledge & Skills

- Demonstrated commitment to self-determination and experience working effectively with Aboriginal people and organisations.
- Demonstrated awareness and appreciation of Aboriginal societies and cultures, and commitment to continually build knowledge of such, along with a high level of awareness of the key issues which impact upon Aboriginal communities
- Demonstrable experience in child, youth and family welfare experience
- Demonstrated ability to case manage complex needs and formulate recommendations that focus on the safety of the child, family functioning and parental well-being
- Demonstrable ability to coach with results, support, direct and supervise individuals
- Advanced ability to complete assessments, including assessments of risk

Competency Requirement

- **Time Management:** Prioritises work; delegates appropriately demonstrating an understanding of the competing demands of community aspirations, organisational, team, individual and stakeholder priorities, and ensures key requirements are met
- **Communication:** Develops and communicates clear, culturally appropriate, respectful and consistent messages to staff clients and community members
- **Written Communication:** Prepares accurate documents including, reports requested by the programs, case notes and case reports that meet audience needs
- **Problem Solving** Implements organizational policies, procedures and systems to address incidents and problems and assists team members to develop culturally appropriate solutions
- **Interpersonal skills** Models appropriate interpersonal skills, self-awareness, self-management, and community/ cultural awareness in communications, problem solving and conflict resolution
- **Risk Management:** Manages risk and reports on mitigation strategies and recommends improvements
- **Leadership skills:** Demonstrated experience in coaching and/or mentoring workers in complex casework and assessments relating to Aboriginal children, families and carers across the out of home care system

Personal Attributes

- Empathy, Compassion, Resilience, Motivation, Advocacy and Professionalism

Qualification:

- Qualifications which may include University or TAFE certification in community services, Youth Case Management and/or Social work

Mandatory requirements:

- Must have and continue to hold a full Driver's Licence
- A current employment working with children check card or willingness to get one.

Key internal relationships:	Department, Project, Position titles etc. Examples: Client service staff	Key external relationships:	Agency name, Department, Project, Position titles etc. Examples: DHHS, ACCOs etc.						
ABOUT THE ORGANISATION:									
<p>ABOUT THE ORGANISATION:</p> <p>The Victorian Aboriginal Child Care Agency (VACCA) is the largest organization of its kind in Australia. VACCA is an Aboriginal community-controlled organization that supports and advocates for the Aboriginal community. Our strength lies with our people. Our team is committed to the organisation’s vision and values; advocates for our children and other vulnerable community members; and shows respect for, observance and compliance with Aboriginal cultural protocols, practice and ceremony. Our Aboriginality is what distinguishes us from mainstream services and what enables us to deliver the positive outcomes we achieve for our people..</p> <p>Our principles & Values</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Best Interest of the Child</td> <td style="width: 33%;">Aboriginal Cultural Observance</td> <td style="width: 33%;">Respect</td> </tr> <tr> <td>Self- Determination</td> <td>Healing and empowerment</td> <td>Excellence</td> </tr> </table> <p>We are committed to Aboriginal self-determination and supporting strong, safe, thriving Aboriginal communities and aim to ensure every individual is treated with dignity, honouring all cultural backgrounds, abilities, ethnicities, sexual orientations, gender identities and spiritual beliefs.</p> <p>VACCA is a child-safe organisation and is committed to ensuring the safety and wellbeing of children and young people with zero tolerance for child abuse. All successful applicants will be required to undertake a National Police Record Check and Working with Children Check prior to commencement of employment and periodically following commencement.</p> <p>Please visit www.vacca.org to know more about us.</p>				Best Interest of the Child	Aboriginal Cultural Observance	Respect	Self- Determination	Healing and empowerment	Excellence
Best Interest of the Child	Aboriginal Cultural Observance	Respect							
Self- Determination	Healing and empowerment	Excellence							