

POSITION DESCRIPTION

Position	Senior Project Officer - Cultural Practice
Reports to	Executive Manager Outcomes and Evaluation
Direct Reports	None
Status	Full-time, fixed term 12 months
Location	Based at the Bell Street Preston office

BACKGROUND

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.

VACCA employs over 600 staff and delivers more than 70 programs across the state. VACCA's experience and expertise in the delivery of therapeutic interventions are underpinned by culture, connection, and healing. VACCA designs, develops and delivers programs with self-determination and an understanding that the intergenerational trauma experienced by our community requires intergenerational and community healing.

Central to VACCA's work is the importance of connection to family, community and culture as essential to Aboriginal children's safety, stability and ensuring that they have an ongoing sense of belonging. As Victoria's largest Aboriginal child welfare agency, VACCA will play a key role in the process of transitioning the care and case management of Aboriginal children from government and non-Aboriginal organisations to Aboriginal community-controlled organisations following the recent decision of the Victorian Government.

VACCA is implementing cultural therapeutic ways which is an agency wide framework that underpins our work with the community, our clients and staff

OUR VISION

Aboriginal self-determination - Live, Experience and Be.

OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

PROGRAM AREA

The Division of Client Services Practice and Development has responsibility for Quality, Practice Leadership, Training, Research and Development, Policy and Business Development, in house Legal Counsel, and Foster Care Recruitment.

The Division works closely with operational Directors and Executive Managers across VACCA to build capability and the capacity of the workforce in meeting the needs of Aboriginal children, families and community members.

The program area of Outcomes and Evaluation includes our Research and Evidence Development team and our Cultural Therapeutic Ways Project team. The team's focus is on supporting the implementation of Aboriginal ways of working through development of resources and tools; development and gathering evidence of outcomes that are important Aboriginal people; and building an evidence base of our Aboriginal programs and practice.

The position sits within the Common Elements Project which is responsible for documenting cultural practice through the development of cultural practice guides. The program also trains and supports our staff within VACCA, other ACCO's and mainstream organisations through a coaching model to use these practices when working with Aboriginal families.

POSITION SUMMARY

The position will be located at our Preston office within the Common Elements Project team. The common elements project is being delivered in partnership with the Centre for Evidence and Implementation (CEI), Centre for Excellence and the Department of Fairness, Families and Housing. The project uses a common elements approach to identify common practice within western manualised evidence-based programs. This approach seeks to examine the common modules and practice elements amongst these programs. Aboriginal common elements or practices and techniques that are commonly used when working with Aboriginal families are not typically captured in the evidence of western manualised programs.

This project works with VACCA staff and ACCOs across Victoria to document and develop practice guides of existing cultural practice. Currently this is being implemented through a pilot of the Victorian and Aboriginal Family Preservation and Reunification Service. However, the current position will extend on the current work completed and the practice elements will be implemented more broadly across VACCA.

This position will lead the engagement with VACCA staff and ACCO's in documenting current cultural practice and gathering practice wisdom of what practices are important to achieving outcomes for Aboriginal families. The role will document the practice through the development of practice guides, development of training and support the role out of training with other teams members who will provide the direct support and coaching to our staff as they implement the practice when working with families.

The role will work closely with the Centre for Evidence and Implementation (CEI) as we document and develop the cultural practice guides and work within a common elements approach.

The role will be employed under the general terms and conditions of VACCA staff. All staff are required

to comply with the VACCA Code of Practice.

KEY RELATIONSHIPS

- Internal:* Staff at all levels of the organisation from the CEO, Leadership Group and Executive Managers to caseworker and administrative staff
- External:* DHHS, Centre for Evidence And Research Evidence, ACCO and CSO staff, Centre for Evidence and Implementation, Centre for Excellence, the Alliance and external consultants

SELECTION CRITERIA

Selection Criteria

The successful applicant will demonstrate the following:

- Demonstrated understanding of, and commitment to, the values that underpin VACCA' vision and purpose and the capacity to take a leadership role in championing these internally and externally
- 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
- Demonstrated experience working with Aboriginal staff, children and young people and the ability to effectively communicate with Aboriginal people.
- Strong understanding and knowledge of cultural practice in working with Aboriginal children and families.
- Experience in leading major projects, program implementation and resource development.
- Demonstrated experience in working with Government and Key Stakeholders to deliver joint projects.
- Experience facilitating and developing of workshops and training (including online)
- A strong commitment to the development and dissemination of evidence-informed practice.
- Understanding and awareness of the context Aboriginal children and families are navigating.
- Knowledge of VACCA and Aboriginal services provided to the community.
- Strong organisational skills and interpersonal and communication skills.
- Proven ability to work independently and within a team environment.
- High-level written and verbal skills, and ability to prepare high quality documents (resources, practice guides, training packages)
- Demonstrated experience/ability to carry out project work and deliver high quality outcomes within very tight time frames
- Strong IT skills, including a sound working knowledge of the Microsoft suite of programs, and IT platforms appropriate to training and engaging remotely
- Excellent interpersonal skills and ability to engage with a wide range of stakeholders, including researchers, government, practitioners and people with lived experience

REQUIREMENTS

- You must have and continue to hold a full Victorian Driver's Licence and a current employment working with children check card.

Desirable experience

- Existing relationships with Aboriginal Community Controlled Organisations across Victoria.
- Existing understanding of the common elements approach.

POSITION ACCOUNTABILITIES

The Senior Project officer will be required to undertake the following tasks:

- Work in partnership with Centre for Evidence and Implementation as we build on current cultural practice within a common elements approach.
- Engage with Aboriginal staff across VACCA and ACCO's across Victoria.
- Facilitate workshops to hear the voice and document practice wisdom with Aboriginal staff across VACCA and ACCO's.
- Participate in governance arrangements to provide oversight and broad input into the project across VACCA.
- Lead the writing of the cultural practice guides of cultural practice elements, within an existing template and design.
- Develop training material to accompany the practice guides including self directed learning and facilitated sessions.
- Facilitate training with other members of the team who will be responsible for support and coaching of the cultural practice.
- Assist in establishing, monitoring and revising quality assurance processes, including the collection of fidelity data and implementation data and the establishment of monitoring systems.
- Undertake other work related to this role, as required, that contributes to improving the existing cultural practice guides and implementation of these with VACCA staff.

HEALTH, SAFETY & WELLBEING

- Some travel is required for this role to all VACCA offices and regionally for ACCO workshops.
- Ensure compliance with the OH&S Act and VACCA policies.
- Contribute positively and proactively to team and organisation wide OH&S activities.

QUALITY & CONTINUOUS IMPROVEMENT

- Ensure compliance with legislation, contract and policy requirements in your day to day work in order to meet the organisation's audit, contract and registration obligations.
- Proactively apply your specialist knowledge in the review and maintenance of policies, systems and processes.
- Continue the development of a culturally strong and positive working environment using a continuous improvement approach.

ADDITIONAL INFORMATION



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.

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.

VACCA is an equal opportunity employer and has a smoke-free workplace policy