

Position Description

In Home Support Worker (Identified)

Location:	Roma	Reports To:	Program Manager
Award:	Social, Community, Home Care and Disability Services Industry Award, Level 3	Salary Range:	\$64,308- \$68,963 per annum plus superannuation (pro-rata for part time)
PD Date:	July 2021		

About us

Act for Kids is a prominent provider of free prevention, professional therapy and support services for children who have suffered abuse and support for families at risk. With over 25 centres nationally, we have supported thousands of children and their families for more than 30 years. In 2019 - 2020 we provided services to 44,894 people, including over 29,000 children.

Our unique multidisciplinary teams provide integrated therapy, sexual abuse counselling, safe houses in remote Indigenous communities, information, advice and referral services, intensive family support and preschools designed for children with additional development needs to ensure we set them up for success at school.

About our commitment

- Our vision is that all kids have a safe and happy childhood, free from abuse and neglect.
- We are a child safe organisation and all children who come into contact with our services will be provided with a welcoming and safe service.
- We prioritise working with Aboriginal and Torres Strait Islander peoples to grow our cultural expertise and deliver excellent services to children, families and communities.
- We endeavour to provide a work environment that ensures the health, safety and wellbeing of all team members is embedded in our everyday work practices.

About our values

At Act for Kids our exceptional organisational culture is aligned to our values. You will be part of a **team** that is **professional, ethical, caring, courageous** and **collaborative** and we expect you to demonstrate these behaviours throughout your career with us.

About the position

- Assist families to develop practical home-making and child-rearing skills.
- Facilitate social learning, community connectedness, good health and wellbeing.
- Facilitate school work and positive relationships between parents and schools.
- Work with other professionals and agencies utilising an ecological model.
- Work collaboratively with other professionals and agencies to ensure families' goals are achieved.

Key responsibilities

- Maintain a regular case load of client families.
- Regularly attend and participate in case reviews.
- Work collaboratively with colleagues and other service providers.
- Maintain your professional skills and meet our operational procedures.
- Provide timely, quality reports to management.
- Maintain accurate, up-to-date data entry records in required databases.
- Comply with all Act for Kids policies and procedures.

- Maintain confidentiality and privacy in all matters relating to staff, clients, and procedures.
- Fulfil other tasks that your manager/s may reasonably ask you to perform.
- Act as a client/customer focused, values based team member and work collaboratively with other staff to achieve strong results across all activities at Act for Kids.
- Ensure behaviour during all work interactions is aligned to our values of being *professional, ethical, team oriented, caring, courageous* and *collaborative*.

About you

Qualifications

- A Certificate III in Community Services or similar vocational qualification is desirable.

Skills and experience

- Extensive experience maintaining a successful family household, including budgeting, hygiene and cleanliness, safety, nutrition, cooking, shopping etc.
- The ability to be non-judgmental and respectfully coach families in learning practical skills.
- Cultural awareness and an understanding of how to work with families from different backgrounds, including Aboriginal and Torres Strait Islander people.
- The ability to develop an understanding of current child protection legislation and policy reforms.
- The ability to work as part of a team.
- Well-developed communication, problem solving and interpersonal skills.

Other requirements

- ***To perform this role it is essential that the person who holds the position be an Aboriginal or Torres Strait Islander person. It is therefore a genuine occupational requirement under section 25 of the Anti-Discrimination Act 1991 that applicants are Aboriginal or Torres Strait Islanders.***
- Willingness of a respected Aboriginal and/or Torres Strait Islander cultural referee to vouch for your appropriateness for this role.
- Eligibility for a positive Working with Children Check in the applicable state of employment in Australia or exemption based on professional qualifications and registration.
- A current driver's licence.
- Applicants must be eligible to legally work in Australia and proof of eligibility may be requested.