

**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 travel to the NPY Lands as required

**Base Salary:** \$75,754.28 - \$85,709.01 p.a. (negotiable based on experience) with additional benefits

## What we do:

We are an Anangu-led organisation, governed by women's law, authority and culture. We deliver health, social and cultural services for all Anangu.

## Our Values:

We believe in the strength of Anangu people, culture, and the collective agency of women. We are dedicated to delivering more and better choices for our communities. We are committed to Malparara way – a cross cultural practice framework specific to NPYWC that respects the contribution Anangu and non-Indigenous people, working alongside each other, bring to the organisation

We are a trauma-informed organisation and this guides our work.

## Your Team:

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

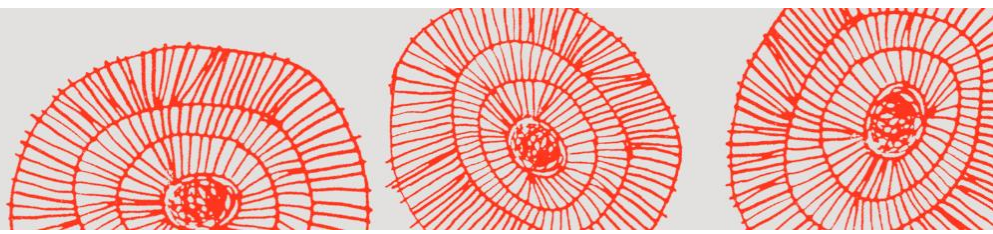
## Your Role:

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 and trauma informed case management including completing an assessment and 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. Including ongoing monitoring and recording of tri-state child protection complexities. This will include providing case studies, information and reports to the CAP Team Leader, CFWS Manager and CEO.
- 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 Team Leaders.
- 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:

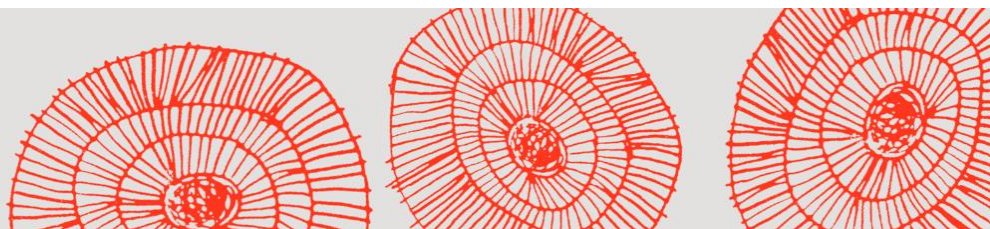
- Case management or community development experience with families and children.
- An understanding of the issues that affect the health and wellbeing of Aboriginal people in remote communities.
- An understanding of trauma informed practice and working with families with trauma experiences.
- Understanding of vicarious trauma, including self-care.
- Ability to work in a cross-cultural environment, including working in partnership with Anangu staff and taking direction from management.

## Qualifications:

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

## Remuneration:

- Base Salary: \$75,754.28 - \$85,709.01 p.a.
- 10% Superannuation
- Generous Leave Entitlements
- Salary Packaging Benefits
- Retention Bonus



- Existing knowledge, or the ability to acquire knowledge, of relevant Child Protection legislation as it applies to the NPYWC tristate region.
- Demonstrated experience and a sound understanding of advocacy (desirable).

## 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 some remote based and travelling staff to have a current Australian driver's licence.
- We require some remote based and travelling staff to be able to operate a manual 4WD vehicle or have a willingness to undertake training.
- All employees are required to have a First Aid certificate or have a willingness to undertake First Aid training.
- All employees are required to meet the relevant State and Territory mandatory vaccination requirements.
- A good level of health and fitness that matches the requirements of the role is required. If necessary NPYWC may require an employee to undergo a pre-employment medical assessment.

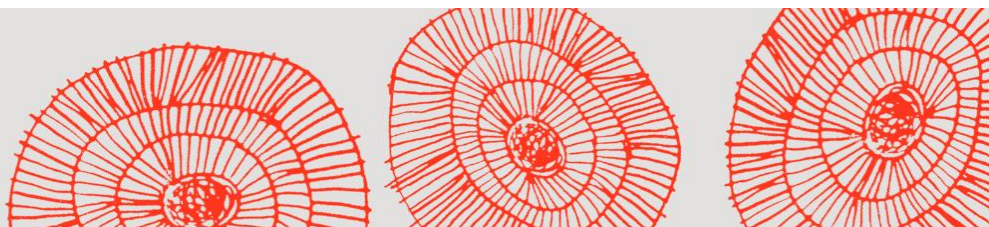
**We are committed to building a respectful and inclusive workplace, appointing the best person for the role and supporting diversity.**

**All information will be held in the strictest of confidence.**

To find out more about this position, please contact Anna Reddel, Child Advocacy Program Team Leader 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.



Ngaanyatjarra  
Pitjantjatjara  
Yankunytjatjara  
Women's Council



#### 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