



## POSITION DESCRIPTION

<b>Position</b>	Case Worker - Kinship Care
<b>Reports to</b>	Team Leader
<b>Direct Reports</b>	[NA]
<b>Status</b>	Full time (38 hrs pw)
<b>Location</b>	Werribee/Melton 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. Through Cultural Therapeutic Ways VACCA is implementing a whole of agency approach to guide VACCA's practices of healing for Aboriginal children, young people, families, community members and carers who come into contact with our services, as well as creating a safe and supportive workplace for staff.

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 Aboriginal Kinship Care Program has four components ranging from working with children who have no involvement with the Child Protection program to those children who are on long term protective orders.

The program aims to support the family members of Aboriginal children who are caring for their family's children and to ensure that the children's needs are being met. Where a child is placed with a non-Aboriginal family member, the aim is to assist the carer to provide a culturally safe, nurturing and healing home environment for the children and a culturally therapeutic approach to parenting. The child's Aboriginal identity, rights and connection to their family, land, and community are privileged. There are four components to the Western Aboriginal Kinship Care Program which are:

- Information and Advice Service which provides information to Kinship Care carers and takes any inquiries about kinship care.
- Family Services which is a short 10-40 hours' intervention with families who may or may not be involved with child protection.
- As part of the Family Services component, Aboriginal agencies have the Cultural Connections Service which provides cultural support and connection to non-Aboriginal or Aboriginal carers and children in their care.
- Placement Establishment Service which works with child protection clients when they are first placed with relatives or friends. The Service can work with a family for up to 9 months.
- Case Contracted Service which involves VACCA assuming full case management of children on protective orders and who is placed long-term with their extended families.

## POSITION SUMMARY

- To provide ongoing support to carers and children involved in statutory kinship care placements and regularly visit the children in kinship care placements.
- To identify the training and support needs of kinship carers, particularly non-Aboriginal kinship carers in terms of their cultural competence and connection to the Aboriginal community and provide cultural information and support to non-Aboriginal kinship carers.
- Provide family support to carers who need short term family support intervention and Organize and facilitate access between the children in kinship care placements and their parents or other family members.



## KEY RELATIONSHIPS

*Internal:* Lakidjeka ACSASS program, AFLDM program, Senior Advisors Cultural Planning, Aboriginal Children's Healing Team, Continuous Quality Improvement Unit, Werribee VACCA staff group, other OOHC programs within VACCA,

*External:* Child Protection DHHS and other government departments, health professionals, schools, Early Years providers, other Aboriginal organizations and services, Community Service Organizations.

## KEY SELECTION CRITERIA

- Commitment to VACCA's vision and purpose.
- Awareness and appreciation of Aboriginal societies and cultures and an understanding of the issues affecting Aboriginal people in contemporary Australia and the diversity of circumstances of Aboriginal people
- Ability to engage and relate to children and families who are traumatised and have suffered loss and grief.
- Demonstrated knowledge and practice experience in the child welfare field.
- Ability to provide case management services to clients and to undertake assessments of carers.
- Excellent oral and written skills, with the ability to write reports, including Incident Reports and Court Reports.
- Ability to work effectively in a team, and independently as required.
- Strong computer skills with ability to learn the CRIS and CRISSP client data systems.
- Ability to advocate for Aboriginal children and to work co-operatively with child protection workers, school personnel, counsellors and other service providers.
- A willingness to participate in training and supervision as requested.
- You must have and continue to hold a full Victorian Driver's Licence and a current employment working with children check card and **Current COVID-19 vaccination**

## POSITION ACCOUNTABILITIES

- Provide ongoing support to carers and children involved in statutory kinship care placements.
- Regularly visit the children in kinship care placements.
- Identify the training and support needs of kinship carers, particularly non-Aboriginal kinship carers in terms of their cultural competence and connection to the Aboriginal community.
- Provide cultural information and support to non-Aboriginal kinship carers.
- Provide family support to carers who need short term family support intervention.
- Participate in a roster to provide Information and Advice to kinship carers via phone or in person.
- Organize and facilitate access between the children in kinship care placements and their parents or other family members.
- Identify children's needs using the Looking after Children framework and the resources needed to meet these needs as well as completing LAC documentation.
- Fulfil responsibilities associated with Case Contracts by completing all case management tasks and reporting requirements back to DHHS kinship care managers.
- Provide accurate information to update and maintain client data on the CRISSP and CRIS electronic data systems.



- Complete quarterly reports, court reports and Best Interests Draft Case plan reports for each allocated child in a kinship care placement.
- Complete Carer Assessments and Permanent Care Assessments as required.
- Participate in supervision, training and meetings as requested.
- Ensure all administrative forms required by the agency in relation to your employment are completed in the correct timeframe such as time sheets; leave forms, car log sheets.
- Assist in Quality Improvement activities to ensure agency compliance with the Community Service Organisation Registration Standards.

## HEALTH, SAFETY & WELLBEING

- 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.

## OTHER

- Participate proactively in team project initiatives
- Support other team members in periods of high demand and during periods of absence.
- Participate in project groups and attend events
- Undertake other duties as directed

## 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.