


 <p><b>BERRY STREET</b></p> <p>Believing In Children, Young People, Families &amp; Their Future.</p>	<b>Position Title:</b> Consultant – Teaching Family Model	<b>Team:</b> Teaching Family Program	  
	<b>Band:</b> C	<b>Salary:</b> Stream 1, Level 7	<b>Date:</b> March 2022

<b>OUR VISION AND PURPOSE</b>	<b>ROLE CONTEXT</b>
<p><b>We believe children, young people and families should be safe, thriving and hopeful.</b></p> <p><b>Our Vision for 2022: Together we will courageously change lives and reimagine service systems.</b></p> <p>For over 140 years, Berry Street has adapted to a changing world, and we will continue to adapt to achieve our purpose.</p> <p>Berry Street will continue to be a strong and independent voice for the children, young people and families with whom we work. In collaboration with others, we will advocate for investment in early intervention and prevention services that enable families to be safe and stay together. We will use approaches that are culturally safe and informed by the best evidence available. We will measure and learn from the impact of our work, and we will continually contemporise our models of practice.</p> <p><b>We look forward to working with children, young people, families, carers, staff and partners to achieve this vision. Together.</b></p>	<p>Berry Street’s offers accommodation and support to children and young people who are referred through the Child Protection system. The Teaching Family Model (TFM) is an evidence-based model of care imbedded in Berry Street Residential Care Programs. TFM teaches and reinforces pro-social skills and allows children and young people to thrive in their environment.</p> <p>The Consultant is responsible for the implementation and fidelity of the Teaching Family Model in a therapeutic setting. This includes directing, developing and supporting TFM Practitioners to learn and implement the model using coaching and mentoring.</p>
<b>OUR VALUES</b>	<b>PRIMARY OBJECTIVES OF THE ROLE</b>
<p><b>We expect all staff to apply these Values in all aspects of their work.</b></p> <p><b>Courage:</b> to never give up, maintain hope and advocate for a ‘fair go’</p> <p><b>Integrity:</b> to be true to our word</p> <p><b>Respect:</b> to acknowledge each person’s culture, traditions, identity, rights, needs and aspirations</p> <p><b>Accountability:</b> to constantly look at how we can improve, using knowledge and experience of what works, and ensure that all our resources and assets are used in the best possible way</p> <p><b>Working Together:</b> to work with our clients, each other and our colleagues to share knowledge, ideas, resources and skills</p>	<ul style="list-style-type: none"> <li>• Provide a Service Delivery to all practitioners as outlined by the TFM standards. This includes conducting observations, providing written and verbal feedback to assure the implementation of the skills taught during pre-service training and to aid in solving difficult problems and crisis situations.</li> <li>• Ensure that the program has appropriately skilled Practitioners who maintain a high-quality client centred, family focused, strengths-based work.</li> <li>• To ensure the operation of the home is in accordance with Berry Street Values, Policies, Guidelines and Practice Standards and Practice Manuals/directions.</li> <li>• Support Practitioners to master 11 key TFM concepts and become Certified TFM Practitioners</li> </ul>
<b>OUR VALUES</b>	<b>REPORTING RELATIONSHIPS</b>
	<p>This role is based at our residential home in Ballarat, Berry Street’s Western Region, Wadawurrung Country.</p> <p>As part of the role you will be required to work part of your week from the residential home and part of your role based from your own home. You may also be required to attend the regional office as needed.</p> <p>This role reports to the regional Team Leader who will provide supervision and review.</p>

## EXPECTATIONS

- Conduct oneself in accordance with the Berry Street Code of Conduct which is underpinned by the values of accountability, courage, integrity, respect and working together within the principles of continuous improvement and occupational health and safety.
- Berry Street is committed to service delivery that prioritises diversity and inclusion. We aim to ensure every individual is treated with dignity and respect regardless of their cultural background, ability, ethnicity, gender identity, sexual orientation, spirituality or religion.
- Berry Street is committed to being a child safe, child friendly and child empowering organisation. In everything we do we seek to protect children. We are committed to the cultural safety of Aboriginal and Torres Strait Islander children; children from culturally and/or linguistically diverse backgrounds; children with a disability; children who identify as LGBTIQ+. We aim to ensure every individual is treated with dignity and respect regardless of their cultural background, ability, ethnicity, gender identity, sexual orientation, spirituality or religion.

## KEY SELECTION CRITERIA: KNOWLEDGE, SKILLS AND ABILITIES REQUIRED TO FULFIL THE ROLE

- Excellent written and oral communication skills (including public speaking, presentations and facilitation skills).
- Demonstrated ability to flexibly manage competing priorities and stressful situations, monitoring own stress levels and practising and promoting self-care strategies.
- Demonstrated understanding of the Child Protection system and of the needs and demands of children and young people entering the Out of Home Care (OoHC) system to ensure best practice principles of care and support are afforded to the children and young people in our care.
- Demonstrated management and leadership skills, including the ability to build a team and assist team members to perform well. Provide supervision, monitor workloads and individual performance.
- Sound knowledge of Therapeutic Care principles and legislation regarding the Child, Youth & Family Act, especially as they relate to the Victorian OoHC system.
- An understanding of key government policy directions and their impact on the OoHC system.
- Demonstrated experience establishing service objectives and performance indicators and evaluating outcomes.
- Familiarity with relevant legislation, guidelines and regulation.

## QUALIFICATIONS AND OTHER REQUIREMENTS

- A Bachelor level qualification in Social Work, Welfare or relevant field, however extensive industry experience will also be considered.
- Experience supervising and supporting staff working with complexity in a demanding environment.
- Staff must hold a valid WWCC, current drivers license at all times and undergo a Criminal Records Check prior to employment. Subsequently, staff must report any criminal charges or court appearances.
- Berry Street is categorised as an Authorised Provider and this position is considered authorised work and subject to mandatory Covid-19 vaccination requirements.

## DESIRABLE

- Further training in management would be highly desirable.
- Experience facilitating and delivering training

## KEY ACCOUNTABILITIES AND RESPONSIBILITIES

ACCOUNTABILITY	SPECIFIC RESPONSIBILITIES
<b>Staffing</b>	<ul style="list-style-type: none"> <li>• Provide Service Delivery to all practitioners as outlined by TFM standards. This includes conducting observations, providing written and verbal feedback to assure the implementation of the skills taught during pre-service training and to aid in solving difficult problems and crisis situations. Supervise and support Practitioners in their day-to-day activities to ensure the clients receive the services they require in a safe and effective manner.</li> <li>• Participate in Practitioner performance evaluations, including feedback from a variety of consumers with respect to the behavioural change outcomes and the methods used to produce outcomes.</li> <li>• Initiate recruitment for required Practitioners as per organisation policy and procedure.</li> <li>• Manage Practitioner performance issues under the guidance and support of the Regional P&amp;C Consultant.</li> <li>• Monitor and manage Practitioner leave entitlements, making appropriate recommendations for special leave provisions with considerations for Practitioner welfare and well-being.</li> <li>• Identify the learning and development needs of direct reports and ensure participation and completion (including refresher courses) of all Berry Street compulsory and relevant training modules.</li> </ul>
<b>Teaching Family Service Delivery</b>	<ul style="list-style-type: none"> <li>• Participate in providing intensive coaching and mentoring training to Practitioners during and post TFM pre-service workshop, to help develop their skills and required abilities to provide quality care in the TFM Program.</li> <li>• Provide on-going consultation and support accompanied by both verbal and written feedback to assure the implementation of the skills taught during pre-service training and to provide assistance in solving difficult problems and crisis situations. This is done through completion of the approved monthly Consultation Service Delivery system.</li> <li>• Develop current and relevant behavioural plans based on referral information that specifically identify the young person and care team's goals, and provide a strength-based, skill focused plan to achieve goals and improve referral issues.</li> <li>• Ensure that Practitioners incorporate all program elements within the TFM home with reliable frequency and skill, i.e. teaching procedures, motivation systems, self-determination processes and peer culture enhanced learning.</li> <li>• Document all TFM related processes and events including but not limited to: Individual Support Plans, Cool down Plans, Outcome assessments (CANS) motivation system reviews, written EDUCATES feedback, critical incident reporting, medication logs and other programme-related documentation. The Consultant must also maintain an up-to-date Consultation Service Delivery folder for the home, including individual practitioner development documentation.</li> <li>• Conduct a Practitioner Practices Interview with each young person in care on a monthly basis and report findings to Program Manager. Conduct Youth Questionnaire at exit and as needed.</li> <li>• Provide Evaluation Education training with the approved Trainer to ensure practitioner readiness for the Initial Evaluation at 6 months and Annual Evaluations thereafter.</li> <li>• Ensure that all services meet a high standard of service delivery for all clients.</li> <li>• Liaise with other program managers in relation to client service delivery as required.</li> <li>• Represent and promote the service to optimise referrals and ensure adherence to contractual numbers.</li> <li>• Support contractual compliance by reporting on time as required in the format prescribed.</li> </ul>
<b>Administration</b>	<ul style="list-style-type: none"> <li>• To ensure that statistical data is collected, forwarded as appropriate in accordance with stipulated timelines.</li> <li>• Ensure appropriate and accurate record keeping and documentation of service.</li> <li>• To provide the Program Manager with a written monthly report in accordance with the policy of Berry Street.</li> <li>• After-hours recall 'crisis' response may be required at time.</li> </ul>

	<ul style="list-style-type: none"> <li>• Other duties as required</li> </ul>
<b>Program Development</b>	<ul style="list-style-type: none"> <li>• Participate in the established service objectives annually, develop performance indicators and evaluate outcomes according to the Berry Street planning cycle.</li> <li>• In conjunction with the Program Manager, participate in liaison with key DFFH and other personnel regarding the development, performance and review of the TFM Program.</li> <li>• To take financial responsibility for the budget allocations including (in conjunction with the Senior Manager) the development of acquittals, monitoring and reviews of expenditure.</li> <li>• To contribute to the TFM consumer feedback cycles.</li> <li>• Contribute to the development of appropriate policy guidelines and procedures.</li> </ul>
<b>Other</b>	<ul style="list-style-type: none"> <li>• Conduct oneself in accordance with Berry Street Covid Safe directions.</li> <li>• Other duties as required.</li> </ul>

## INHERENT REQUIREMENTS OF WORK ACTIVITIES / ENVIRONMENT

Following is a table that outlines the main physical and psychological requirements of the position.

Element	Key Activity	Frequency
<b>Work Environment</b>	Manage demanding and changing workloads and competing priorities.	Daily
	Work in a team environment.	Daily
	Work in different geographic locations.	Regular
	Be exposed to all outdoor weather conditions.	Regular
	Work in unstructured environments (e.g. outreach, working from home).	Regular
	Work office hours with the possibility of extended hours.	Regular
	Work on-call after hours.	Regular
	Work in an open plan office.	Daily
	Work in buildings which may be two-storey.	Regular
	Sit at a computer or in meetings for extended periods.	Daily
	Work in an environment with competing demands.	Daily
	Present at court and other jurisdictions.	Occasional
<b>People Contact</b>	Liaise with government, non-government and community organisations.	Daily
	Work with clients who may have a physical or sensory disability.	Regular
	Interact with members of the public who may display the full range of emotional expressions, including parents, partners, significant others, family members, advocates, doctors, police.	Regular
	Interact with clients and members of the public who could display verbal or physically challenging behaviour.	Regular
	Facilitate access to specialist, generic and community services.	Daily
	Undertake training and professional development activities.	Regular
<b>Administrative Tasks</b>	Undertake administrative tasks which may include the following: computer work, filing, writing reports, case notes/plans and client records, participating in meetings, concentrating for long periods of time, managing resources and budget and researching and analysing information and data.	Daily
	Use technology including photocopier, telephones including mobiles, fax, overhead projectors, televisions, videos, and electronic whiteboards.	Daily
<b>Transport</b>	Drive vehicles possibly over long distances and in all traffic and weather conditions.	Regular
	Drive vehicles with possible distractions from client behaviour, verbal or physical.	Occasional