



## POSITION DESCRIPTION

<b>Position</b>	Case Advisor - Lakidjeka Aboriginal Child Specialist Advice Support Service
<b>Reports to</b>	Team Leader
<b>Direct Reports</b>	NA
<b>Status</b>	Full time (38 hrs pw) (part time will be considered)
<b>Location</b>	Morwell or Bairnsdale

## 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 800 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.

## OUR VISION

Aboriginal self-determination - Live, Experience and Be.

## OUR PURPOSE



Supporting culturally strong, safe and thriving Aboriginal communities.

## PROGRAM AREA

The Lakidjeka Aboriginal Child Specialist Advise Support Service (ACSASS) provides specialist advice and case consultation to Child Protection about culturally appropriate intervention in respect of all reports relating to alleged harm of children and significant decisions in all phases of child protection.

The Lakidjeka program does not have direct responsibility for case work. The role of the program is to provide advice and support to inform the respectful engagement of families, risk and other assessments, planning, monitoring and reviews undertaken by child protection.

The program works closely with the child protection offices within the local region to:

- Provide an Aboriginal and cultural perspective on all risk and safety assessments
- Support child protection to engage Aboriginal children and families in a fair and respectful manner
- Improve case management and decision-making processes concerning Aboriginal children
- Advocate for the rights and interests of Aboriginal children in all assessments, planning and decision making and at court
- Support Aboriginal families to meet with child protection and understand the legal processes.

## POSITION SUMMARY

This role will:

- Work in strong partnership with child protection to ensure the rights and best interests of Aboriginal children who have come to the attention of child protection are upheld and maintained
- Respond to and work closely with child protection staff in the local area to meet with families where allegations of abuse and neglect of children have been made
- Participate and provide advice to child protection in case planning to ensure an Aboriginal perspective is considered in assessments, placement planning and decision making of the child
- Support child protection to identify and locate Aboriginal family members who can provide support and care to the child and family
- Develop and maintain external relationships with services in the interests of the child and family
- Undertake all of the reporting requirements required of the role, such as completing case notes and file maintenance

## KEY RELATIONSHIPS

*Internal: VACCA Early Intervention & Family Support, Aboriginal Family Led Decision Making, Out of Home Care & Permanent Care*

*External: Department of Health Human Services – Child Protection, Aboriginal Community Controlled Organisations, Community Service Organisations & Children’s Court Victoria*



## KEY SELECTION CRITERIA

- Sound knowledge and understanding of Aboriginal culture and values and an ability to share this knowledge with child protection and other services
- Understanding of the issues impacting on Aboriginal families that lead to child protection involvement
- Ability to work closely with child protection and other services to advocate for the child and support the best interests of children
- Ability to identify risk of harm to children and young people and undertake risk assessments within a cultural framework
- Demonstrated ability and experience working independently and within a small team.
- Sound administrative skills, including computer skills, record keeping including maintaining case notes, file maintenance and data recording
- Ability to work in a pressured environment and prioritising work and meeting deadlines.
- Ability to work flexible hours.

## DESIRABLE:

- A relevant welfare qualification
- Experience working in the community services sector

## POSITION ACCOUNTABILITIES

- To respond to reports to Child Protection regarding Aboriginal children and young people.
- To undertake and provide input into risk assessments regarding Aboriginal children, young people and their families through consultation and advice.
- To work in strong partnership with Child Protection in line with the *VACCA/DHS Protocol 2002* and the *Children, Youth and Families Act, 2005 (Vic.)*
- To participate in case planning, Aboriginal Family Led Decision Making and other processes involving Aboriginal children, young people and their families.
- To undertake joint visits with Child Protective workers.
- To provide specialist advice on behalf of Aboriginal children, families and communities
- To assist in making referrals.
- To support children, young people and their families dealing with the Child Protection and court system.
- To attend the Children's Court where appropriate
- To liaise directly with other Aboriginal and non-Aboriginal agencies and with government departments, such as the Victorian Aboriginal Health Service and Child Protection (DHS).
- To maintain clear, concise and accurate records of statistics, meetings and case notes.



**VACCA**  
Connected by culture

- To be aware of and familiar with current policies, legislation, programs and practices in relation to child welfare.
- To participate in training sessions, team meetings and staff meetings.
- To undertake intra-state travel as required.

## 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.

## REQUIREMENTS

- You must have and continue to hold a full Victorian Driver's Licence and a current employment working with children check card.
- Current COVID-19 vaccinations, including booster dose as applicable.

## 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

VACCA's recruitment processes align with the Victorian Child Safe Standards. All employees are required to undergo a National Police Records Check, a Working with Children Check and comply with the Code of Conduct policy.

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