

Aboriginal Women & Children's Crisis Service

Specialist Child Support Case Worker

Classification

Social, Community, Home Care and Disability Services Industry Award 2010, SCHCADS Award

Level: 3 or 4, Pay-point to be based determined on qualifications and experience (plus generous salary packaging)

Appointment status

Position: As per the Funding Agreement under - Department of Community Justice (position funded until June 2023)

Employment: Part-time – 64 hours per fortnight over 4 days per week, Monday, Tuesday, Wednesday, and Thursday

Access to Employees Assistant Program

This contract is subject to 3-month probationary period

Reports to

- Service Manager
- Board of Directors

Service History

The Aboriginal Woman and Children's Crisis Service is a Specialised Aboriginal Crisis Accommodation Service based in the Inner West Sydney region for Aboriginal woman and their dependent children who are escaping domestic or family violence.

Key Challenges:

To continue to build and maintain culturally sensitive services and support to Aboriginal women and children across the organisation.

Key External Relationships

- Aboriginal and non-Aboriginal Services
- Specialist Homelessness Services

Key Responsibilities & Program Delivery

- The Specialist Child Support Caseworker's primary objective is to provide a variety of support to improve the outcomes for Aboriginal children and young persons who have experienced or have been impacted by Domestic Family Violence (DFV).
- Knowledge, understanding and a strong commitment to support Aboriginal people and ensuring a culturally responsive approach.
- To provide a child safe friendly environment that is culturally sensitive to the needs of Aboriginal children and young persons who enter the service.

- Provide direct client centred, responsive and trauma informed, strength-based services to children and young people.
- Assessing and identifying children and young person's needs, providing individual case management, and case plans with their carer with the focus on empowering Aboriginal women and children.
- Identifying needs and facilitating activities and programs aimed at engaging children and mothers (including one-on-one facilitation and group sessions).
- Promote the self-esteem of children, young people, and mothers and carers.
- Support mothers/carers to develop skills and confidence in parenting strategies.
- Ensuring that children, young people, and families are connected and have access to education and training opportunities.
- Adhere strictly to maintaining client's confidentiality and record keeping including database systems such as "Clients Information Management Systems" (CIMS).
- Excellent organisation and time management skills, evaluation, and the ability to monitor programs.
- Maintain an ethical, professional, and non-judgemental attitude towards clients.
- Have an understanding and knowledge of Commitment to being responsive and sensitive to the specific needs of Aboriginal women and children.
- Referring and ensuring clients are connected to additional community/local organisations (including long-term and/or step-down support after a family vacates the service)

Accountability

- Abide by the organisations Policies and Procedures of Marrickville Women's Refuge, Code of Conduct and Ethical Standards.
- Abide by the Department of Community and Justice funding agreement guidelines.
- Maintaining strict confidentiality regarding clients under the Privacy Act 1988.
- Adhere to relevant legislation and mandatory obligations under the ***Children and Young Persons*** (Care and Protection) Act 1998.
- Must hold a current Working with Children and Police Clearance (or willing to obtain).

Participate fully as a Team Member

- Demonstrate a positive approach when working with team members.
- Work collaboratively and respectfully with all staff and Board of management.
- Access to Employees Assistance Program.

- Access to staff training and professional growth.
 - Attend and actively participate in internal, external supervision and staff appraisals.
 - Actively participate in the evaluation and implementation of service strategic and operational business plans.
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Work with Community Partners

- Participate in community outreach HUBS and educational forums to build a rapport with the Aboriginal community and other stakeholders.
 - Participate in Aboriginal community events such as, NAIDOC and Reconciliation celebrations.
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Work Health & Safety

- Participate in all WH&S training provided by the service.
- Take active responsibility for your self-wellbeing in the workplace; monitor and address stress levels and individual personal needs appropriately.
- Maintain a safe, clean, and supportive environment that is favourable to the emotional and physical wellbeing of clients, staff, and visitors.
- Monitor and report any maintenance or repair issues as they arise including service vehicles and equipment as part of Work Health & Safety within the workplace.

Essential Criteria

- Qualifications in the social work sector or relevant related area of experience.
- To provide a variety of supports to improve the outcomes for Aboriginal children and young persons who have experienced or have been impacted by Domestic Family Violence (DFV).
- Knowledge, understanding and a strong commitment to support Aboriginal people and ensuring a culturally responsive approach.
- Assessing and identifying children and young person's needs, providing individual case management, and case plans.
- Provide direct client centred, responsive and trauma informed, strength-based services to children and young people and the family.
- Ensuring that children, young people are connected and have access to education and training opportunities.
- Identifying needs and facilitating activities and programs aimed at engaging children and families.
- Strong demonstrated skills in advocacy and referral to ensure wrap around services are culturally appropriate for families to access.
- Adhere strictly to maintaining client's confidentiality and accurate record keeping including database systems such as "Clients Information Management Systems" (CIMS).
- Demonstrated organisational and time management, evaluation, and the ability to monitor programs and reporting requirement.

- Strong interpersonal skills and in attending Aboriginal events, community forums, training, and interagency meetings.
- Competent in computer skills, software 365, excel sheets and databases.
- Current unrestricted NSW License.
- Working with Children Clearance and National Police clearance (or willing to obtain).
- Must provide COVID-19 Certificate as proof of vaccination.

Desirable Criteria

1. Current First Aid Certificate (if the preferred applicant does not hold a First Aid Certificate, it must be obtained as a priority once employment commences).
2. Experience with or understanding of the Client Information Management System data portal (CIMS) data collection.
3. Aboriginal and Torres Strait Islander women are strongly encouraged to apply.

HOW TO APPLY

Being a woman is considered a genuine requirement for this position under 31 of the Anti-Discrimination Act 1977 (NSW).

Please address the following

- Cover letter with your contact details.
- Statement against each essential criteria must be addressed.
- Resume with three referees including the most recent Manager or Supervisor.

For further information

Contact person: Tracey

Monday – Thursday – office hours 9.30am – 4.00pm

Email address: tracey.manager@awccs.com.au

Phone number: (02) 9558-1702

Closing date: Monday, September 5th 2022 at 5:00pm.

Note: Private Recruitment agencies need not apply