

CatholicCare NT Role Description

Position Title	Adult and Child Wellbeing Worker
Position Number	CC2557
Salary	Base Salary SCHADS Grade 4 Plus superannuation guarantee and salary packaging option
EFT	Full time 38 hours per week or part time/ casual negotiable
Location	Preferably community based (Milikapiti or Nauiyu) or Darwin (weekly travel to Milikapiti & Nauiyu)
Commencement	ASAP
Completion	Ongoing (subject to funding)
Last Reviewed	April 2025

1. Program Description

The Nauiyu (Daly River) Safe House and Milikapiti Family Safe House provide safe and secure accommodation for victims of domestic family sexual violence (DFSVM) so that their immediate needs are met, and their risk of immediate harm is reduced. The Safe Houses support victim survivors and family members, including children, through accommodation, risk assessment, safety planning, referrals, client advocacy, case management and other immediate support. Wellbeing services are also provided to support future safety and recovery, address the effects of trauma, reduce isolation and support emotional and physical health.

2. Purpose of the Position

The Adult and Child Wellbeing Worker is responsible for providing one-on-one or group-based wellbeing services to adults and children, using a strengths based approach with children and families, through trauma-informed and culturally responsive healing and wellbeing programs. Support can be provided directly to adults or to children, in conjunction with support and programs for their parents. This position has a particular focus on supporting adults and children through the Safe Houses and in order for the program to meet its objectives.

3. Organisational Relationships

Works under general direction and reports to the Safe House Coordinator. The position works very closely with place-based Team Leaders/Managers and may be required to supervise place-based staff.

4. SCHADS Grade 4 Characteristics

- Work under general direction in functions that require the application of skills and knowledge appropriate to the work. Generally, guidelines and work procedures are established.
- Application of knowledge and skills, gained through qualifications and/or previous experience in a discipline.
- Contribute knowledge in establishing procedures in the appropriate work-related field.
- May be required to supervise various functions within a work area or activities of a complex nature.

- May involve a range of work functions, which could contain a substantial component of supervision.
- May be required to provide specialist expertise or advice in their relevant discipline.
- Requires a sound knowledge of program, activity, operational policy, or service aspects of the work performed with a function or a number of work areas.
- Require skills in managing time, setting priorities, planning, and organising their own work and that of lower classified staff and/or volunteers where supervision is a component of the position, to achieve specific objectives.
- Expected to set outcomes and further develop work methods where general work procedures are not defined.

5. Key Responsibilities and Performance Standards

5.1 Individual Support and Needs Assessment

- Improve safety, and support the recovery goals of victim survivors, including children within the accommodation service or through outreach.
- Provide personalised and holistic responses to assist victim survivors, including children to reduce the impacts of DFSV and improve their safety, recovery, wellbeing and independence.
- Deliver wellbeing services that are inclusive and delivered without discrimination, are person-centred, trauma-informed, evidence-based, and strengths-based to improve safety and identify options to protect future safety and recovery of victim survivors, while ensuring clients are respected and uphold the right to self-determination, choice, and cultural safety
- address or decrease the effects of trauma from DFSV and improve emotional and physical health
- increase understanding of available resources and supports
- reduce isolation
- challenge gender-based power imbalances
- Enhance the skills, competence, and confidence of DFSV practitioners within the service to strengthen the capacity of services to achieve positive outcomes for the people they are working with
- Support worker safety and wellbeing and manage vicarious trauma
- Strengthen the DFSV service and sector by developing and implementing policies and practices to support good practice and legislative compliance
- Offer child-centric, empathetic support to those who have experienced Domestic, Family, and Sexual Violence
- Conduct age-appropriate needs assessments to understand the specific challenges and trauma experienced by each child
- Collaborate with the broader support team to ensure a comprehensive and tailored approach to each child's needs
- Working within a DFSV practice framework, applying skills and experience in crisis intervention, risk and needs assessments and safety planning
- Monitoring participant safety and wellbeing in consultation with participants and stakeholders according to mandatory reporting and service requirements.
- Providing supports through referrals and accessing Flexible Support Package funding.

- Collaborating with the Safe House team to ensure holistic and personalised support, mentoring and supporting place-based staff in regard to client safety and case management

5.2 Participating in networking, Outreach and Community Engagement and collaboration activities, which assist in developing a support plan to address all challenges within the Participants context by:

- develop and maintain collaborative working relationships with other DFSV related services, including legal, police, child protection and health services to improve the safety and recovery outcomes for victim survivors
- advocating where necessary on behalf or with the participant
- completing referrals to services which will assist with meeting case plan goals
- fostering collaborative relationships with key stakeholders and services in relevant areas
- maintaining professional relationships with all clients, stakeholders and CatholicCare NT staff
- Develop and implement educational programs within the community to raise awareness about the impact of violence on children
- Facilitate workshops to equip parents, caregivers, and community members with the knowledge and skills needed to support children in the aftermath of trauma

5.3 Participate in Supervision and Evaluation activities by:

- entering accurate data and case notes in line with program requirements
- providing reports and feedback as requested
- actively participating in evaluation activities
- attending supervision to reflect and review case management practices as per CatholicCare NT policy

5.4 Safeguarding Children

Our organisation takes child protection seriously, and as an employee/volunteer of CatholicCare NT, you are required to meet the behaviour standards outlined in our Safeguarding Children and Young People Policy (ORG/SP/P030). You will have received a copy of this policy as part of your induction. You can also access a copy of this policy via the Intranet.

All staff are to provide a service in line with our safeguarding children policies and procedures and are required to report any concerns of abuse and neglect toward children and young people to the relevant authorities as per policy and procedure. Any criminal charges or convictions received during the course of employment/ volunteering that may indicate a possible risk to children and young people must be reported to the relevant Line Manager within forty-eight (48) hours.

6. Personal Attributes

The incumbent must maintain strict confidentiality in performing the duties of the Case Worker and must demonstrate the following personal attributes:

- Compassion, empathy, sense of justice and tolerance
- Demonstrated organisational fit with ability to work within a culture and values framework
- Team player with ability to work with others in a spirit of trust, respect, reflection, and accountability

- Adaptable with resilience to work in difficult situations and willingness to work beyond the role description when required
- Ability to represent CCNT in a culturally appropriate and professional manner at all times

7. Work Conditions

The position would preferably be community-based in Milikapiti or Daly River. Own accommodation would be required if based at Milikapiti. CCNT does have shared accommodation available at subsidised cost if required if position was based in Nauiyu.

The Adult and Child Wellbeing Worker is located in either Darwin (Malak) in a busy, open area office with regular travel to Milikapiti and Daly River. Travel can be via road and/or air to attend to participants in person and provide support to Safe House staff. This may require travel in light aircraft, driving long distances in a 4WD to and in remote communities and staying in basic accommodation.

The position includes being part of an on-call roster to provide out of hours support to both Safe Houses. On-call requirements are via telephone only and in accordance with CCNT policy and paid according to the relevant SCHADS award.

8. Selection Criteria

- 1) Prerequisites
 - I. relevant four-year degree with one year's relevant experience;
 - II. three-year degree with two years of relevant experience;
 - III. associate diploma with relevant experience;
 - IV. lesser formal qualifications with substantial years of relevant experience; or
 - V. attained through previous appointments, service and/or study, an equivalent Grade of expertise and experience to undertake a range of activities
- 2) Strong interpersonal and communication skills including report writing, case note writing
- 3) Demonstrated cultural competency, particularly in working with Indigenous people in both urban and remote communities
- 4) Proven experience working with children who have experienced trauma or violence
- 5) Understanding of child advocacy, rights, and trauma-informed care
- 6) Experience in working with Domestic and Family Sexual violence victim/survivors
- 7) Knowledge of Trauma and DFSV Informed Practice and demonstrated competence in using a broad range of evidence-based casework and group work approaches to support client outcomes.

9. Special Conditions

- 1) Must be an Australian Citizen or have unlimited work rights within Australia.
- 2) This position is subject to a satisfactory criminal history check that must demonstrate that you have not had inappropriate dealings with children, or been charged or convicted of a domestic violence offence.
- 3) Valid NT Drivers Licence and Ochre Card.
- 4) This position requires you to apply for a Working with Children Clearance/Ochre Card prior to your employment commencement date and send us receipt of payment. This will be at your own cost.

- 5) If you have resided in an overseas country for 12 months or more in the past 10 years, this position requires you to complete an International Criminal History check (IHC) prior to your employment commencement date. The outcome of the initial screening check must be satisfactory.
- 6) This position is classified as a mandatory worker position for the purpose of directions issued by the NT Chief Health Officer.
- 7) Six-month probation period.
- 8) Non-smoking working environment.
- 9) The contact details of at least two referees are required.
- 10) Evidence of qualification attainment will be required.
- 11) Aboriginal people are strongly encouraged to apply.