


	Position Title: Consultant	Team: Teaching Family Program	  
	Band: C	Salary: Stream 1, Level 7	Date: May 2025

OUR VISION AND PURPOSE	ROLE CONTEXT	
<p>We believe children, young people and families should be safe, thriving and hopeful.</p> <p>Our Vision for 2026: Together we will courageously change lives and reimagine service systems.</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>We look forward to working with our staff, carers, partners, supporters, and government, to ensure children, young people and their families can create the future they imagine for themselves.</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>	
OUR VALUES	PRIMARY OBJECTIVES OF THE ROLE	
<p>We expect all staff to apply these Values in all aspects of their work.</p> <p>Courage: to never give up, maintain hope and advocate for a 'fair go'</p> <p>Integrity: to be true to our word</p> <p>Respect: to acknowledge each person's culture, traditions, identity, rights, needs and aspirations</p> <p>Accountability: 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>Working Together: to work with our clients, each other, and our colleagues to share knowledge, ideas, resources, and skills.</p> <p>Berry Street is committed to being a child safe, child friendly and child empowering organisation. In everything we do we seek to protect children.</p>	<ul style="list-style-type: none"> • 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. • Ensure that the program has appropriately skilled Practitioners who maintain a high-quality client centred, family focused, strengths-based work. • To ensure the operation of the home is in accordance with Berry Street Values, Policies, Guidelines and Practice Standards and Practice Manuals/directions. • Support Practitioners to master 11 key TFM concepts and become Certified TFM Practitioners <th data-bbox="960 975 2168 1018">REPORTING RELATIONSHIPS</th> <p>This role be base at the Morwell/Noble Park Berry Street office and based in a home in the South East region on Wurundjeri Country.</p> <p>As part of the role, you will be required to work part of your week from the residential home and the regional office as needed.</p> <p>This role reports to the regional Senior Manager who will provide supervision and review.</p>	REPORTING RELATIONSHIPS

EXPECTATIONS	
<ul style="list-style-type: none"> • 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. • Raise all health, safety, and wellbeing issues or concerns with managers, observe all safe work procedures and instructions, and take reasonable care for their own safety and for the safety of work colleagues by always operating in a safe and appropriate manner. • Participate in regular supervision, performance planning and review processes and probationary reviews. • Complete mandatory training within designated timeframes. • Berry Street is committed to service delivery that prioritises and celebrates diversity and inclusion in our staff and the children, young people, and families we support. 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 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+. 	
KEY SELECTION CRITERIA: KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED TO FULFIL THE ROLE	
<ul style="list-style-type: none"> • 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	DESIRABLE
<ul style="list-style-type: none"> • A Bachelor level qualification in Social Work, Welfare, or relevant field. • 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. • Positions working in unsupervised contact with young people in Out of Home care settings will be subject to Worker Carer Exclusion Scheme (WCES). Employees have a legal obligation to advise Berry Street if they are under investigation or have been excluded prior to and during the course of their employment. 	<ul style="list-style-type: none"> • Further training in management would be highly desirable. • Experience facilitating and delivering training.

KEY ACCOUNTABILITIES AND RESPONSIBILITIES

ACCOUNTABILITY	SPECIFIC RESPONSIBILITIES
Staffing	<ul style="list-style-type: none"> • 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 young people receive the services they require in a safe and effective manner. • Participate in Practitioner performance evaluations, including feedback from a variety of stakeholders with respect to the behavioural change outcomes and the methods used to produce outcomes. • Initiate recruitment for required Practitioners as per organisation policy and procedure. • Manage Practitioner performance issues under the guidance and support of the Regional P&C Consultant. • Monitor and manage Practitioner leave entitlements, making appropriate recommendations for special leave provisions with considerations for Practitioner welfare and well-being. • 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.
Leading People	<ul style="list-style-type: none"> • Lead by example in actively promoting and implementing the requirements of Berry Street's positive duty to provide a safe workplace, health, and safety management system – policies, procedures, and processes. Including, holding staff accountable for observing all safe work procedures, rules, and instructions. • Provide feedback and wellbeing support through probationary reviews, regular supervision meetings, annual performance planning and review. • Ensuring direct reports have completed all mandatory training and development required for their role.
Teaching Family Service Delivery	<ul style="list-style-type: none"> • Providing intensive on the job coaching and mentoring to Practitioners during and after post TFM pre-service training, to help develop their skills and required abilities to provide quality care using the model. • Deliver and document all monthly Consultation Service Delivery 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 program-related documentation. The Consultant must also maintain an up-to-date Consultation Service Delivery folder for the home, including individual practitioner development documentation. • Develop current and relevant behavioural support 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. • 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. • Conduct a Youth Rights 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. • Provide Evaluation education training with the approved Trainer to ensure practitioner readiness for the Initial Evaluation at 6 months and Annual Evaluations thereafter. • Undergo the annual Consultant Certification process at criteria. • Support operational house compliance by implementing processes to train and implement day-to-day operational compliance is met.
Administration	<ul style="list-style-type: none"> • To ensure that statistical data is collected, forwarded as appropriate in accordance with stipulated timelines. • Ensure appropriate and accurate record keeping and documentation of service. • To provide the Program Manager with a written monthly report in accordance with the policy of Berry Street. • After-hours recall 'crisis' response may be required at time. • Other duties as required.
Program Development	<ul style="list-style-type: none"> • Participate in the established service objectives annually, develop performance indicators and evaluate outcomes according to the Berry Street planning cycle. • 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.

	<ul style="list-style-type: none">• To take financial responsibility for the budget allocations including (in conjunction with the Senior Manager) the development of acquittals, monitoring, and reviews of expenditure.• To contribute to the TFM stakeholder feedback cycles.• Contribute to the development of appropriate policy guidelines and procedures.
Other	<ul style="list-style-type: none">• Other duties as required.



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& Their Future.

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
Client Facing and Service Delivery	Work with clients who may have a physical, psychiatric, or sensory disability.	Daily
	Interact with clients and members of the public who may display the full range of emotional expressions, including parents, partners, significant others, family members, advocates, doctors, police.	Daily
	Work with complex clients which may expose you either directly or vicariously to emotionally challenging concepts such as self-harm, trauma, illegal activity and/or violence.	Daily
	Drive vehicles with possible distractions from client behaviour, verbal or physical.	Regular
	Work in a client's home or their family home alone and/or with others.	Occasional
	Represent, advocate, and cooperate with legal processes which may include attendance to court.	Occasional
Work Environment	Manage demanding and changing workloads and competing priorities.	Daily
	Work in different geographic locations.	Regular
	Be exposed to all outdoor weather conditions.	Regular
	Work via computer from home as required.	Regular
	Work office hours with the possibility of extended hours. Flexible arrangements by agreement.	Occasional
	Work rostered hours with the possibility of overtime.	Occasional
	Work on-call after hours.	Occasional
	Work in an open plan office with no assigned desk.	Daily
	Work in buildings which may require the use of stairs or elevators.	Daily
	Sit at a computer or in meetings/meeting rooms via video conference facilities or in person for extended periods.	Daily
	Work in a client's home or their family home alone and/or with others.	Occasional
	Work in educational or community facilities.	Occasional
	Drive vehicles possibly over long distances and in all traffic and weather conditions.	Regular
Administrative Tasks	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