



Connecting Home

a service for the Stolen Generations

POSITION DESCRIPTION:

POSITION TITLE	FOOD VAN VOLUNTEER
REPORTS TO	TEAM LEADER NDIS AND AGED CARE

ORGANISATIONAL OVERVIEW

Connecting Home Limited is a Victorian not-for-profit organisation providing services to and representing the interests of Stolen Generations and their families, working across South East Australia.

We offer programs that support survivors on their journey of healing by walking with individuals and families with a trauma informed and culturally safe approach. At Connecting Home we believe that everyone is unique and will require tailored supports and programs to assist with their journey of healing.

Vision

Survivors of the Stolen Generations and their families feel their stories are heard and accepted and have received justice

Our Purpose

Connecting Home walks with survivors of the Stolen Generations and their families on their journey to achieve healing and connection to family, community, and culture.

Values

Inclusiveness We respect people, value diversity, are non-judgemental and are committed to equality.

Integrity We are honest, ethical, reliable and trustworthy.

Partnership We believe in working with our clients and other stakeholders to achieve common goals.

Persistence We are here for the long-term, determined to stay focused on our clients' needs and aspirations.

POSITION DESCRIPTION:

POSITION TITLE

ABOUT THE POSITION

- Connecting Home are always looking to engage new volunteers in the wide range of programs offered. Days and times are negotiable – any amount of time given is valuable.
- Volunteers at Connecting Home can select the days, times and can discuss with Team Leader what program area which they would be best suited to participant in.
- Volunteers must be able to commit to at least 3 months within a volunteering role.
- Volunteers may explore opportunities for further training and paid employment

POSITION OBJECTIVE

- Provide warm, friendly and culturally safe support to Stolen Generation Survivors and their families through food relief including groceries and frozen meals across Melbourne.
- Have an understanding of the impacts on Stolen Generation Survivors and their families.

KEY RESPONSIBILITIES

- Driving the food van, to pick up and deliver food to clients and their families across Melbourne
- Transporting clients to foodbanks in their local LGA and to other culturally appropriate events
- Assisting clients as needed in tasks such as mobility support, to enter and exit the van
- Voluntarily support clients to engage in their self-identified interests and aspirations in their home or the community.
- To increase and encourage positive outcomes by assisting clients to achieve personal goals; learn skills and enjoy life.
- Enable Survivors and families to have access to community participation by addressing barriers such as distance, disability, aging needs and transport.

ORGANISATIONAL ACCOUNTABILITIES

Client Safeguards and Wellbeing

- In providing quality services, Connecting Home complies with the Disability Service Standards, Victorian Charter of Human Rights and Responsibilities Act 2006 and the Principles and Objectives of the Disability Act 2006. We also adhere to the United Nations Convention of the Rights of Persons with Disabilities 2006 to ensure the rights and wellbeing of every individual are recognised, respected, protected and fulfilled.

Cultural and Linguistic Diversity

- Undertake all interactions with clients and co-workers in a culturally sensitive manner and take appropriate account of cultural and linguistic diversity.

Positive Working Relationships

- Demonstrated ability to work as part of, and contribute to, a person/family centred team
- Facilitate good working relationships with all departments of Connecting Home, the Stolen Generations community, survivors, their families, and the wider Aboriginal and Torres Strait Island Community, through clear communication and a willingness to work towards the prompt resolution of any concerns.
- Ability to initiate and maintain contacts with a broad range of people and community organisations to ensure survivors' access to services, appropriate communication with fellow workers, families and other people involved with the service and in the life of the Survivor or family member

POSITION DESCRIPTION:

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VOLUNTEER

Quality Assurance and Continuous Improvement

- Attend meetings, workshops, and training as required.
- Become familiar with and follow Connecting Home's policies, procedures, and management instructions.
- Engage in professional supervision

Occupational Health and Safety

Comply with the requirements of Victorian Occupational Health and Safety (OHS) Act 2004 and related OHS procedures and Safe Operating Procedures developed by Connecting Home, including:

- Work in a manner that considers the health and safety of self and others
- Report to work fit for duty and not negatively affected by alcohol, drugs, medication, or other substances
- Ensure that all work areas are maintained in a safe condition
- Complete site induction
- Identify, report, and record all safety hazards, incidents, and injuries
- Participate in OHS training programs

SELECTION CRITERIA

Mandatory Requirements

- Current National Police Record Check (Paid for by Connecting Home)
- Volunteer Working with Children's clearance
- NDIS Workers Screening Check
- Current Victorian drivers licence (Dependent on volunteering role)
- Current First Aid and CPR
- The right to work in Australia

Personal Skills and Attributes

- Excellent communication skills (written and oral)
- Passionate about the impacts of Stolen Generations and their healing journey.
- Ability to volunteer with people of varying abilities and needs.
- Availability – days and times suitable for the need of programs, events and participants.
- Friendly, courteous and respectful.
- Ability to observe privacy and confidentiality

QUALIFICATIONS

- Must be at least 18 years old

TRAINING

- Complete role-specific online training before you can sign up for your first shift (e.g. manual handling, food safety) and ongoing training as needed.

PROFESSIONAL EXPERIENCE

- No experience necessary