



Boorndawan Willam
Aboriginal Healing Service

Position Title	Aboriginal Family Services Practitioner
Team	Family Services
Employment Type	Full-time, permanent
Salary Range	SCH Level 5
Position Reports to	Family Services Team Leader
Location	666 Mountain Highway, Bayswater
Delegation	As per BWAHS Schedule of Delegations
Direct Reports	Nil
Suitability for remote work	Possible up to one day/week after probation

About BWAHS

Boorndawan Willam¹ Aboriginal Healing Service (BWAHS) is the lead Aboriginal-specific family violence service for the eastern metropolitan region of Melbourne. Established in 2006 and transitioning to an independent Aboriginal Community Controlled Organisation in 2019, BWAHS delivers trauma-informed, culturally grounded responses to individuals, families and community experiencing, or at risk of, family violence.

Our engagement and support for our communities' healing journey are vital – wholly underpinned and guided by culture.

Our services include:

- Intensive Case Management
- Integrated Child & Family Services
- Alcohol, Other Drugs & Gambling Support
- Deadly Tomorrows (AFVITH)
- Therapeutic Services for women, children, young people & families
- Therapeutic Group Programs
- Services within The Orange Door (TOD)

Role Purpose

The role of the Aboriginal Family Services Practitioner is to promote healthy family dynamics which include safety from violence, living a safe lifestyle, stability within the home and personal wellbeing and to assist in enhancing the lives of Aboriginal and Torres Strait Islander children, young people and their families. The role requires working collaboratively with Aboriginal families and Communities to build child, family and community capacity and resilience through effective case management. Assessments and planning are undertaken using the 'Best Interests' Framework and the MARAM Framework.

The key focus is to work in collaboration with other BWAHS programs and other Aboriginal Community Controlled Organisations (ACCO's) as well as partnering with external support services to ensure comprehensive integrated service delivery. This is primarily an outreach role delivered to children, young people and families in their homes and may involve working from multiple worksites.

BWAHS has assessed this position as an identified role under as per section 12 (1) of the Equal Opportunity Act 2010 due to the requirement to work closely with Community. As such it is only open to Aboriginal and/or Torres Strait Islander people.

[1] Boorndawan Willam is a phrase from Wathaurong and Woiwurrung languages meaning "safe house," with Boorndawan meaning 'safe' and Willam meaning 'house'.

Key Responsibilities

Case Management

- Deliver quality trauma informed outreach case management coordination to a full case load of Aboriginal and Torres Strait Islander parents and families who are affected by family violence.
- Provide parenting support, education and access to resources for parents and families who are affected by family violence.
- Work collaboratively as a member of the whole Family Violence Services team.
- Assist with intake and allocation processes.
- Facilitate referrals to other services such as mental health, housing, alcohol and other drugs and other community services according to the client needs identified in the case plan.
- Participate in regular network meetings, working groups and forums relevant to the work of BWAHS.
- Attend client appointments as a support person to Aboriginal and Torres Strait Islander women and their families.
- Attend and participate in case plan reviews.

Engagement of Key Stakeholders

- Engage with key stakeholders directly related to the case management needs and create opportunities for networking for the Family Services team.
- Develop and maintain positive relationships with other family violence services, The Orange Door, Child Protection and government and community organisations to ensure multidisciplinary interventions are identified.
- Represent the organisation in meetings and negotiations as directed.

Culturally Informed Practice

- Contribute to a culturally informed practice within the team.
- Work collaboratively as part of the IFS team.
- Provide culturally safe support to Aboriginal and Torres Strait Islander parents and their families who have experienced or are currently experiencing family violence.
- Contribute to a positive and culturally safe workplace.

Risk Management

- Support Community members to identify their safety needs and assist them to include these in their personal support plans.
- Undertake Child and Family assessments and planning based on the 'Best Interests Principles'.
- Undertake ongoing analysis of child safety and wellbeing whilst they are in the care of their family and undertake analysis of family dynamics and the capacity to parent and to make and maintain change.
- Undertake Family Violence Risk Assessments using MARAM to establish levels of safety or risk to families referred to the program.
- Put in place strategies and safety plans or make appropriate referrals as required to ensure immediate security and safety for children and families.
- Undertake family Violence Risk assessments.
- Apply the Family Violence Information Sharing Scheme (FVISS), Child Information Sharing Scheme (CISS).

Inclusive and Trauma Informed Practice

- Provide informed and safe support to Aboriginal and Torres Strait Islander people and their families who identify as LGBTQIASB+ and who have experienced or are currently experiencing family violence.
- Contribute to a positive and safe workplace for people who identify as LGBTQIASB+.
- Provide informed and safe support to Aboriginal and Torres Strait Islander people and their families who are living with a disability.

Training and Professional Development / Capability Development

- Participate in regular clinical and internal supervision, reflective practice workshops and case plan reviews.
- Actively participate in education and training opportunities as identified through a professional training needs plan.
- Participate in the overall development and strategic direction of BWAHS as required.

Administration and Data Management

- Maintain up-to-date records including case notes, program reports and case management plans.
- Participate in data collection according to BWAHS policies and procedures.
- Support the data collection requirements of the Case Support Workers.
- Ensure that client records are kept in accordance with BWAHS quality and audit requirements.

Policies, Procedures and Systems

- Comply with BWAHS policies and procedures to ensure that delivery of services are safe and meet the BWAHS standards of quality service delivery.
- Provide feedback on BWAHS policies and procedures to ensure that quality services are provided.
- Have a sound understanding of the 'Child Safe Standards' and the 'Children, Youth and Families Act' and their application to practice.

Key Selection Criteria

Essential

- Identify as an Aboriginal and/or Torres Strait Islander person.
- Demonstrated knowledge and understanding of the Victorian Aboriginal Community, particularly in relation to the impact of family violence on Aboriginal women, children, families and communities.
- Relevant tertiary qualifications or significant demonstrated relevant work experience with a willingness to work towards the qualification in line with mandatory minimum qualifications policy.
- Experience in working in the Child & Family Services sector or related areas including parenting support, analysis of child safety and wellbeing and overall family dynamics.
- Experience in providing Case Management or Case Coordination to Aboriginal families, children and young people.
- Experience in working within the family violence sector or related areas.
- Ability to engage families of varying ages, stages and family types who have multiple and complex needs.
- Understanding of State and Regional Aboriginal family violence strategies and frameworks.
- Intermediate computer skills including Outlook, Word and Excel with experience and a sound knowledge of data reporting
- Ability to work independently and as part of a small team.
- Willingness to embrace opportunities for professional development where appropriate.
- Proven ability to handle confidential information appropriately.
- Current drivers licence, Working With Children Check (employment), willingness to complete a National Police check

Desirable

- Knowledge of services in the Eastern Metropolitan Region.
- Knowledge of government-funded program reporting requirements.
- Experience using IRIS will be well regarded.

Key Attributes for all Employees

- Commitment to BWAHS Vision, Mission, Values and Principles.
- Capacity for self-assessment, reflection and emotional intelligence.
- Ethical and culturally aware practice.
- Strong communication and collaboration skills.
- Accountability and adherence to professional standards.
- Willingness to contribute to projects and tasks outside of core role to support the wider BWAHS team.
- Compliance with Workplace Health & Safety and Privacy requirements.

Acknowledgement

I acknowledge that I have received a copy of the Position Description and have read and understand its contents.

Employee Name:		
Employee Signature:		Date: / /
Manager's Name:		
Manager's Signature:		Date: / /