



Job Description Form

Senior Residential Care Worker (Metro Residential Care)

Position Details

Position Number: Generic

Classification: Level 3

Award: Public Service Award

Agreement: Public Sector Agreement

Organisational Unit: Child Protection and Family Support / Statewide Services / Residential Care

Location: Perth Metropolitan Area

Classification Date:

Effective Date: April 2026

Reporting Relationships

This position reports to:

Senior Manager Residential Care, Specified Calling Level 3

Manager Residential Care, Level 6

Casual Team Manager Residential Care, Level 6

Positions under Direct Supervision:

This position has no subordinates.



About the Department

Communities provides person-centred, place-based support to the most vulnerable members of our Western Australian community.

We work towards this goal through a range of functions and service delivery responsibilities, all of which are more impactful and effective when we work in partnership with families, communities, community sector services and Aboriginal Community Controlled Organisations (ACCOs).

At Communities, we are privileged to provide services and partner with others to keep children safe; provide vital community services, including in emergencies; address homelessness; prevent family and domestic violence; provide stewardship for the disability sector; regulate the early childhood and care sector; and manage the agenda for Women's interests, youth, seniors and ageing, carers, and volunteering.

We are on a continuous journey to improve the way we work with our communities and partners across Western Australia. Everything we do is about creating 'better lives together through people, place and home' and working together to provide responsive services that build safe, inclusive and empowered communities.

We promote a diverse workforce and embrace a high standard of equal opportunity, health and safety, and ethical practice.

Join us and work in a role where you can make a real difference to the lives of children, families, individuals and communities throughout Western Australia.

Role Statement

This position is responsible for:

- coordinating assessment and residential plans for assigned children and young people;
- supervising Residential Care Workers in all matters impacting on the therapeutic care of children and young people;
- providing a high standard of therapeutic care consistent with the program objectives;



- completing administrative duties including recording, computer data entry and preparation of reports.



Position Duties and Responsibilities

1. Work with Children and Young People

- 1.1 Provides a high standard of therapeutic care consistent with the Department's Residential Care Framework.
- 1.2 Creates and maintains a safe and caring environment for children and young people, including taking physical control when necessary, according to specific standards.
- 1.3 Assists the Senior Manager Residential Care/Manager Residential Care and Child Protection Workers with the overall design and implementation of the program to achieve specified outputs and outcomes.
- 1.4 Undertakes individual assessments and plans and implements goal-oriented interventions.
- 1.5 Assists the Senior Manager Residential Care/Manager Residential Care by designing and implementing strategies to address problems experienced by children and young people.

2. Management

- 2.1 Supervises Residential Care Workers in all matters impacting on the management and therapeutic care of children and young people.
- 2.2 When required, directs the operations of the work unit and ensures compliance with legislation, Departmental policies and practices and management instructions within the work unit.
- 2.3 Identifies training needs and assists the Senior Manager Residential Care/Manager Residential Care in the development of staff training and development of programs.
- 2.4 Identifies issues in relation to Unit operations and assists in problem solving in relation to these issues.
- 2.5 Responsible for the maintenance of appropriate records in accordance with legislative requirements, Departmental and work unit policies and practices.





3. Residential Care Planning and Coordination

- 3.1 Coordinates assessment and residential therapeutic plans for assigned children and young people.
- 3.2 As directed liaises with family members and significant others.
- 3.3 Monitors and reports on the progress of assessments.
- 3.4 Assists the Senior Manager Residential Care/Manager Residential Care and Child Protection Workers with the monitoring and evaluation of the program.
- 3.5 Recommends program improvements and initiatives to the Senior Manager Residential Care/Manager Residential Care.

4. Other

- 4.1 Completes administrative duties including recording, computer data entry and preparation of reports.
- 4.2 Participates in training, performance management, staff meetings and development programmes.
- 4.3 Undertakes and organises housekeeping and maintenance to ensure a positive and safe physical environment.



Corporate Responsibilities

1. Exhibits accountability, professional integrity and respect consistent with Communities Values, the Code of Conduct, and the public sector Code of Ethics.
2. Actively participates in the Communities performance development process and pursues professional development opportunities.
3. Participates in emergency or critical event response management duties as required.
4. Undertakes other duties as required.

Work Health and Safety Responsibilities

All Employees (and Volunteers / Trainees / Contractors)

1. Take reasonable care for your own health, safety and wellbeing at work, and that of others who may be affected by your actions or omissions; and comply and cooperate with safety and health policies, procedures and applicable legislated requirements.

Supervisors (if applicable)

2. In addition to the Employees WHS responsibility, ensure as far as practicable, the health, safety and wellbeing of staff under your supervision through the provision of a safe workplace in accordance with health and safety legislation.



Essential Work-Related Requirements (Selection Criteria)

1. Demonstrated ability to work effectively in teams and supervise staff within a team.
2. Knowledge of child development, including Aboriginal and other culturally and linguistically diverse groups.
3. Demonstrated experience in the assessment and development of therapeutic intervention plans for children and young people, including demonstrated experience in developing and implementing activity programming for children and young people in life skills and recreational activities.
4. Certificate III and Certificate IV in Community Services (Protective/Residential Care) or approved equivalent OR equivalent experience in working with or caring for children and young people who have experienced trauma.

Essential Eligibility Requirements / Special Appointment Requirements

1. Appointment is subject to a satisfactory Criminal Record Check conducted by the Department.
2. Appointment is subject to a satisfactory Working with Children (WWC) Check.
3. Appointment is subject to a satisfactory Client and Child Protection Check.
4. Appointment is subject to a satisfactory medical and functional capacity examination.
5. Current accredited certificate in 'Provide First Aid'.
6. The ability to work shifts with a changing roster involving a mix of morning, afternoon and overnight shifts rostered across Monday to Sunday, including Public Holidays.
7. The occupant of this position must have the ability to travel to and work in various Department Offices in the Perth Metropolitan Area in response to organisational requirements.



8. Possession of a current Western Australian 'C' or 'C-A' Class Driver's Licence or equivalent, and the ability to travel in response to organisational needs. This requirement continues for the duration of employment in this position and from time-to-time production of the licence may be required upon request by the Department.