

Position Description

General Details			
Title	Cultural practitioner	Classification	SACSE Level 4
Reports to	Senior Practitioner	Industrial	General Staff Agreement or equivalent
Program / Unit	Foster Care	Location	43 Franklin st Adelaide

Role Purpose

To work collaboratively as part of the Foster Care team at Uniting Communities, contributing to the delivery of the Foster Care program with a specific focus on culturally safe practice for Aboriginal and Torres Strait Islander children and young people. The Cultural Practitioner assists foster parents and staff to access cultural information, resources, learning opportunities and community connections that strengthen understanding of Aboriginal and Torres Strait Islander culture, kinship systems, connection to Country and the importance of cultural identity and belonging. The role contributes to culturally responsive foster care practices through engagement activities, relationship building, cultural learning opportunities and practical support for foster families.

Essential Duties and Responsibilities

Function	Key Responsibilities	Key Performance Indicators
Service Delivery	- Undertake duties and responsibilities in line with the Service Agreement, Foster Care model and Step by Step South Australia assessment requirements. - Work in accordance with child-focussed, child-inclusive and culturally safe principles to promote the safety, wellbeing, identity and belonging of children and young people in family-based placements. - Provide specialist cultural advice and guidance to practitioners, foster carers and managers on culturally safe practice and matters relating to Aboriginal and Torres Strait Islander children and young people. - Contribute to assessment processes by supporting applicants to reflect on their cultural learning and development needs and by sharing relevant cultural information and resources where appropriate. - Encourage and support foster parents to build their understanding of Aboriginal and Torres Strait Islander culture, connection to Country, kinship systems, child-rearing practices and the importance of cultural identity and belonging for Aboriginal and Torres Strait Islander children. - Support foster parents to maintain and strengthen Aboriginal and Torres Strait Islander children's connection to family, community, culture and Country through day-to-day care, cultural planning, community participation and respectful engagement with Aboriginal and Torres Strait Islander people and organisations. - Establish, maintain and coordinate positive relationships with Aboriginal and Torres Strait Islander communities, Elders, cultural leaders, Aboriginal and Torres Strait Islander Community Controlled Organisations and relevant services to strengthen cultural	- Leader and team feedback - Contractual obligations are met, - Required reports are developed to a high standard and delivered on time. - Feedback from Foster Parents meeting and/or exceeding expectations - Accurate and timely recording of data in relevant databases - Evidence of collaborative working relationships with ACCO's government and non-government agencies - Evidence of expenditure being within/under agreed budgets - Evidence of review and Assessments/reports with recommendations - Evidence of community engagement projects/events being successfully planned and executed exceeding expectations. - Regular attendance at supervision with service manager

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	connections and opportunities for children and carers. • Provide responsive, relationship-based support to foster parents, including regular check-ins, timely follow-up after placement commencement and key transitions, and practical problem-solving to support placement stability. • Contribute to recruitment, engagement and welcoming of specialist long-term and specialist respite foster parents, including information sessions, outreach activities and conversations about caring for Aboriginal and Torres Strait Islander children. • Contribute to cultural planning for Aboriginal and Torres Strait Islander children and young people by supporting the identification of cultural goals, family and community connections, cultural learning needs and practical actions that strengthen connection to family, community, culture and Country. • Establish and maintain peer supports and a foster care community cohort, including facilitating peer groups, buddy/mentor connections and foster parent networking opportunities. • Work collaboratively with internal and external services, government and non-government stakeholders to support foster parents, placements and culturally safe service responses. • Participate in supervision, team meetings, reflective practice and continuous improvement activities, including reflection on cultural safety, bias, power and respectful practice. • Ensure accurate, timely case notes, records and data entry are completed for interactions with foster families, cultural consultation, community engagement and assessment support in line with organisational requirements.	
Values and Service Excellence	▪ Role model the values and priorities of Uniting Communities: ○ Kind, Bold, Genuine ○ Customer service excellence, advocacy and social justice, resilience and wellbeing, U City Community and a motivated and agile workforce ▪ Deliver service in line with Internal Service Excellence: ○ Being of service to others / show you care ○ Explore needs holistically and look for opportunities to add value ○ Make it easy	▪ Leader and team feedback ▪ Personal participation in and promotion of activities ▪ Delivery of agreed objectives and outcomes
Self-Management and Development	▪ Manage self and demonstrate commitment to learning through evaluation and review of own performance, development of skills and knowledge and utilisation of knowledge and information ▪ Display professional personal presentation ▪ Undertake personal and technical skills development	▪ Leader and team feedback ▪ Personal participation in and promotion of activities ▪ Delivery of agreed objectives and outcomes

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	▪ Role model a positive and proactive results focused 'can do' attitude and behaviour ▪ Develop and foster positive partnerships across the business to improve and support business outcomes	
Team Work / Customer Focus	▪ Work and contribute to a successful team environment ▪ Contribute to the team achievement of defined service standards in a safe and trusting environment ▪ Co-operate and provide support to team members and managers on day-to-day operational matters ▪ Undertake responsibilities that will positively contribute to the Community and Uniting Communities' Vision ▪ Deliver high-level customer service to our internal and external customers and departments	▪ Participate in quality team activity planning ▪ Attend quality team meetings as required ▪ Coordinate and conduct support meetings with various business units as required
Compliance and Risk Mitigation	▪ Ensure compliance and provide a safe and equitable workplace by adopting safe work practices, following procedures and policies and respecting and appreciating diversity ▪ Ensure compliance with all statutory, legal and ethical obligations and compliance audits ▪ Identify and implement risk minimising strategies and practices ▪ Managers/Supervisors will support employees who are injured at work, ensuring ongoing communication and assistance with RTW claims as required.	▪ Leader and team feedback ▪ All compliance and audit requirements are met

Selection criteria

	Essential	Desirable
Training / Qualifications	• Certificate IV in Child Youth and Family Intervention or equivalent • Child Safe Environments training • Ability and willingness to attend all compulsory training required by the organisation for the position within allocated timeframes	• Bachelor qualification in a relevant discipline (e.g., Social Work, Psychology, Behavioural Science, Human Services, Youth Work) is desirable but not essential, with recognition given to Aboriginal and Torres Strait Islander cultural knowledge, community connection and lived experience.

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Experience / Knowledge	• Demonstrated lived, professional or community experience working with Aboriginal and Torres Strait Islander children, families, communities and/or Aboriginal and Torres Strait Islander community organisations. • Demonstrated knowledge of Aboriginal and Torres Strait Islander culture, including connection to Country, kinship systems, child-rearing practices, Return to Country and the importance of cultural identity and belonging for Aboriginal and Torres Strait Islander children. • Understanding of the history and continuing impact of colonisation, the Stolen Generations, racism, prejudice and intergenerational trauma on Aboriginal and Torres Strait Islander children, families and communities. • Knowledge of the Aboriginal and Torres Strait Islander Child Placement Principle and the importance of family, community, culture and Country in decision-making and care arrangements for Aboriginal and Torres Strait Islander children. • Experience supporting carers, families or staff to build culturally safe practice, access Aboriginal and Torres Strait Islander services and strengthen relationships with Aboriginal and Torres Strait Islander communities. • Knowledge of therapeutic approaches such as attachment theory, trauma-informed practice and the effects of child abuse, neglect and family violence on children, young people and families. • Experience working with young people and families, including children and young people living with disability, complex behaviours or special needs. • Experience developing and delivering presentations, group activities, cultural learning opportunities or training sessions is desirable.	
Skills / Abilities	• Excellent written and oral communication skills, including the ability to use a respectful narrative approach when discussing culture, identity, family, community and Country. • Ability to communicate and engage with a wide range of people, including Aboriginal and Torres Strait Islander children, families, carers, Elders, cultural leaders, community members, staff and external stakeholders. • Ability to identify strengths, learning needs and potential risks in relation to carers' Aboriginal and Torres Strait Islander cultural response, knowledge, attitudes and community engagement. • Ability to provide cultural advice and consultation while maintaining appropriate professional boundaries, confidentiality and child safety requirements.	

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	• Ability to build and maintain positive relationships with Aboriginal and Torres Strait Islander people, communities, organisations and services to support culturally safe care for Aboriginal and Torres Strait Islander children. • Ability to manage competing priorities, coordinate engagement activities and follow up agreed actions within required timeframes. • A strong and ethical customer service approach that values advocacy, social justice, cultural safety and child-centred practice. • Sound knowledge and application of the Office 365 suite of applications and ability to develop new skills in new systems and databases. • Strong administrative, organisational and record-keeping skills.	
Licenses / Certificates	• Maintenance of a full, unrestricted Driver's License • Maintenance of a full, unrestricted South Australian Driver's License • National Police Check. • WWCC Child Related Employment Screening. • Maintenance of compliance to DCP Service provider Personnel requirement matrix	

Special Conditions

- Where we have concerns that your level of fitness is adversely affecting your job performance, we may require, at our cost, that you submit to a Fitness Capacity Evaluation to ensure that neither you nor a fellow staff member nor a client are placed at risk of injury.
- Duties of the position may vary according to business needs.
- Work from any other metropolitan or regional location as required.
- The role may require participation in Aboriginal and Torres Strait Islander community events, cultural learning activities and engagement with Aboriginal and Torres Strait Islander organisations, Elders, cultural leaders and community members as appropriate to the role.
- Maintain commitment to ongoing cultural learning, reflective practice and respectful consultation in relation to Aboriginal and Torres Strait Islander cultural response and knowledge requirements.

Employee Signature: _____

Date: _____

Print Name: _____

Copy of My Commitment to Uniting Communities for all positions at Uniting Communities attached.

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MY COMMITMENT TO UNITING COMMUNITIES

At Uniting Communities everyone works as a team to ensure the following:

1. ACCOUNTABILITY

- Work within the vision and values and policy framework of Uniting Communities.
- Participate in the development of policies, procedures and work instructions as directed.
- Delegate authority and responsibility as defined within the Delegations of Authority Policy.
- Managers and Clerical staff will ensure organisational policies, procedures and relevant standards are adhered to, in relation to administrative and financial operations and observe the delegations as outlined in our organisational policy.
- Supervisors will ensure a safe and respectful workplace for all staff.

2. WORK HEALTH SAFETY

- Cooperate with all policies, procedures and work practices and maintain currency of knowledge in relation to Work Health and Safety.
- Take reasonable care for your health and safety and for the health and safety of others.
- Follow all reasonable instructions given by management.
- Supervisors will ensure work is performed in a safe way and policies, procedures and safe work practices are observed for all staff.

3. EVERYDAY COMMUNITY ENGAGEMENT

- Examine, develop and encourage ways to reach out and involve clients you work with in their communities, and communities in the work with our clients.
- Seek ways in which to enable people to reconnect with community.
- Facilitate community in its various forms and guises, to embrace and include all of its members.
- Assist in the achievement of Uniting Communities' overall goal to build a society which is compassionate and better able to support and care for its members and enables all people, regardless of their background or disadvantage, to participate and to flourish.
- Supervisors will support staff members working with clients by examining and implementing Everyday Community Engagement approaches core to our everyday activity in a form relevant to the work of that service.
- Supervisors will ensure that staff members understand the role of Community and that every staff member has the capacity to apply an Everyday Community Engagement approach to their everyday work by providing training, supervision and support with this aim in mind.

4. SAFE ORGANISATION FOR CHILDREN AND OTHER VULNERABLE PEOPLE

- Familiarise self and adhere to organisational policies and procedures in relation to children, young people and vulnerable adults.
- Cooperate with strategies to actively ensure the safety, protection and well-being of children and other vulnerable people who come into association with the organisation.
- Supervisors will ensure child safe requirements are handled as part of supervision processes.

5. NET ZERO 2035

- Support and embrace Uniting Communities' emissions reduction commitment, minimising environmental impact in the performance of your role, supporting and encouraging staff to do likewise.