

Position Description

Early Parenting Practitioner



Our Vision	Safe and secure foundations for babies, toddlers and families
Our Role	We work with babies, toddlers and their families to nurture health and wellbeing through a range of early parenting programs and supports, and driving sector improvement through research, education and advocacy.
Our Values	Connection, Curiosity, Respect and Courage

Acknowledgement of Country

We acknowledge the Traditional Custodians of the lands on which we work, live and play. We pay our respects to traditional owners' past, present. We acknowledge the ongoing connection that First Nations peoples have to lands, waterways and communities and recognise the importance of babies, toddlers and children being connected to culture and kinship.

Tweddle Child and Families Services

Whilst we are over 100 years old, Tweddle Child & Family Health Service (Tweddle) is part of a growing EPC sector in Victoria. We are a specialist health service operating as an Early Parenting Centre (EPC) with our main sites located in Footscray and Wyndham, and some community-based programs operating in the Barwon region. Tweddle offers a range of early parenting services including day, overnight programs and community-based services. Tweddle delivers training and professional education in early parenting and participate in research with our academic and sector partners. Babies, toddlers and children are at the heart of everything we do.

As a Child Safe Organisation all staff are expected to promote the safety, wellbeing and inclusion of all children. The responsibility for children's safety and protection is embedded within the organizational culture and reflected in policies and practices. Tweddle ensures that all staff members fulfil their legal obligations to respond and report any suspected incidence of child abuse.

More information is available at: www.tweddle.org.au

Position Summary:

Early Parenting Practitioners (EPP) are key members of the clinical team, providing frontline care to families to assist in the establishment and maintenance of healthy parent-child relationships. The role assists parents in learning to care for their babies, toddlers and preschoolers and for themselves as parents. This includes the establishment and maintenance of feeding, sleeping, rest, play and limit setting of behavior, safety and hygiene.

All interventions are founded on a sound understanding of the enduring nature of attachment relationships for the healthy development of babies and toddlers into adulthood, derived from best evidence.

The EPP establishes and maintains an effective, supportive, safe and welcoming learning environment for babies, toddlers and preschoolers and their parents. In addition, they plan, organise, implement, guide and evaluate play and age appropriate learning experiences for young babies, toddlers and preschoolers, encouraging parents to participate.

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Position Details:

Agreement: Nurses and Midwives (Victorian Public Sector) Single Interest Employer Agreement 2024-2028

Reports to: Residential Unit Manager

Key Requirements

Essential Criteria	
▪ Diploma level qualification in a relevant field. This may include: ☐ Nursing ☐ Children's Services ☐ Early Childhood Development ☐ Youth Work ▪ Degree (or above) in a relevant field. This may include: ☐ Psychology ☐ Social Work	• Current Working with Children Check • Consent to undertake National Police Record Check • Current Australian Work Rights • Evidence of up-to-date immunisation schedule • Current COVID-19 Vaccination • Current Victorian Driver's License
Desired Criteria	
▪ Knowledge of, or understanding of, infant mental health and attachment ▪ An understanding of the Statewide Model of Care for Early Parenting Centres ▪ Understanding of working within the DFFH Best Interest Case Practice Model ▪ A strong background of working in partnership with families ▪ Experience working in a multidisciplinary team ▪ Experience working in an Early Parenting Centre	• Experience in working with families experiencing multiple and complex issues • An understanding of, or ability to identify, the range of services available in the community sector to support families • An understanding of the importance of reflective practice. • A positive and "can do" approach to work • A high level of self-awareness / understanding of self • Resourcefulness

Key Position Objectives: Early Parenting Practitioner
Clinical role

- Provide high quality child-centred, family-focused care and support to vulnerable families and their children 0-4 years underpinned by the Victorian Early Parenting Centres Model of Care.. This includes working from a relationships and Family Partnership Model approach and having an understanding of the inherent strengths and resilience of families.
- Work with families from diverse backgrounds in a respectful and culturally sensitive manner, recognising different parenting practices and the need for a flexible and innovative approach to parenting support.
- Conduct comprehensive assessments to meet the complex care needs of vulnerable babies, toddlers and preschoolers and their families including goal setting, interventions and exit planning.
- Work in collaboration and negotiate with key stakeholders (in particular families) to ensure complex care needs are effectively identified and translated into individually tailored care plans and interventions to address issues or concerns.

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- Work with families within a multidisciplinary team to build the capacity of parents to meet the child's health, safety and developmental needs, and to build self-resilience through linkages to community and health supports to meet complex family needs and circumstances.
- Assist parents in learning to care for themselves as parents and their babies, toddlers and preschoolers, including establishment and maintenance of feed, play, sleep, hygiene and age appropriate behavior responses.
- Establish and maintain an effective, supportive, safe flexible and welcoming learning environment for children and their parents.
- Ensure that client rights and needs are being met.
- Collate and maintain high quality documentation. This includes obtaining input from families together with other key stakeholders, as part of Tweddle's documentation requirements, the Research and Evaluation framework and developments associated with the Statewide EPC Outcomes Framework.

Team work

- Provide support to other team members to maintain service delivery where there are competing demands on time and resources.
- Contribute to a positive workplace and a culture of learning.
- brings a solutions- orientated perspective to problems and a "can do" manner
- Communicates effectively and adaptively within the team

Resource Management

- Contributes to the development and production of resource materials to support services where appropriate.

Networking and Service Navigation

- Promote Tweddle services in partnership, network and sector activities.
- Maintain knowledge of the range of health and community supports available to assist a family.

Reflective Practice

- Provide parenting support for families that align with clinical reflective practice approaches.
- Participate in reflective group sessions and individual reflective practice
- **Professional Development**
- Maintain professional knowledge base and attend relevant conferences, study days, formal study and/or readings.
- Participate in the Performance and Development Review process.

Quality and Risk

- Ensure high quality service provision ensuring positive experiences for families and optimal outcomes
- Maintain a safe environment for clients, self and other staff. This includes active contribution to a systems approach to minimise clinical risk and improve the safety of care.
- Demonstrate the principles of Person Centred care – respect and dignity, information sharing, participation and collaboration.
- Report risks identified in a timely manner and support reducing risk recurrence

Occupational Health and Safety

- Ensure staff and clients operate in a safe environment.

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- Commit to own self-care and to building resilience.
- Maintain knowledge of Tweddle's Occupational Health and Safety (OHS) policies and procedures.
- Utilise RiskMan to capture incidents and near-misses.

General

- Actively participate in relevant meetings and forums.
- Perform your role and responsibilities in accordance with the Tweddle values.
- Work weekends and evenings as needed. There may also be a requirement to work across other clinical and community areas.
- Work within and contribute to the Tweddle Practice Framework, policies and procedures and guidelines.
- Identify service improvement opportunities
- Tweddle services close down for the period of Christmas/New Year and it is encouraged that all relevant staff take annual leave at this time.
- Please note that this position description may be modified to suit organisational demands.

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