

Aboriginal Hub Practitioner (Identified)

EMPLOYMENT DETAILS			
Role type	Fixed Term	Award	Social, Community, Home Care and Disability Services Industry Award 2010 (SCHADS)
Hours per week	Full time	Pay Classification	SCHADS 5
Reports to	Aboriginal Response Team Leader	Secondary Report	Program Manager, Family Safety and Healing
Additional Benefits	Access to Salary Packaging		

ORGANISATIONAL CONTEXT	
Bendigo & District Aboriginal Cooperative (BDAC) is an Aboriginal Community Controlled Organisation (ACCO). BDAC is registered as a member under the umbrella of Victorian Aboriginal Community Controlled Health Organisation (VACCHO) and represented nationally through National Aboriginal Community Controlled Health Organisation (NACCHO). BDAC was founded in 2001 to represent and provide services to Aboriginal and/or Torres Strait Islander people living on Djaara Country (djandak) in Central Victoria. BDAC has a responsibility to ensure growth of services, development of our Aboriginal and Torres Strait Islander Community, better and improved health outcomes for our People, improved quality of life, and be a lead agency in providing self-determination, employment and career pathways for Aboriginal and/or Torres Strait Islander People.	

LOCAL WORK ENVIRONMENT
BDAC provides a range of specialist services for Community living on Djaara Country including a Medical Clinic, Health and Wellbeing, Family and Community Services, and Kindergarten.

POSITION OBJECTIVE

The Loddon Orange Door is the access point for adults, children and young people who have experienced or are currently experiencing family violence and/or families who need extra support with the wellbeing and development of children.

The Loddon Orange Door provides intake, assessment and referral pathways into family violence and/or family services and other programs.

BDAC's Orange Door Aboriginal Response Team (ART) provides culturally safe, client centred, trauma informed, and holistic care to Aboriginal and/or Torres Strait Islander community members accessing the Orange Door.

The Aboriginal Hub Practitioner will work alongside of Aboriginal and/or Torres Strait Islander women, children and young people experiencing family violence; and families who are in need of support with the development and wellbeing of children and young people; providing short term crisis support, assessment, planning and referral work.

The Aboriginal Hub Practitioner will work to support women, children and young people to engage with ongoing services, including but not limited to BDAC Family Safety and Healing Programs, Family Journey's Programs, AOD and Social and Emotional Wellbeing.

Applicant must be an Aboriginal and/or Torres Strait Islander person. This is a designated Aboriginal position under Section 12 of the Equal Opportunity Act 2010.

BDAC'S VISION AND CORE VALUES

Empowered generations belonging to strong families, culture and community

Our Lore refers to the stories, customs, beliefs, and spirituality of our People. Our Lore guides our work and has been passed down through generations by our ancestors and knowledge holders.

Our five LORE principles are:

- We keep our focus on Community priorities
- We are brave
- We think outside the box
- We create a safe, caring, and supportive environment
- We are accountable

Please refer to <https://www.bdac.com.au/our-strategy> for further information about our underlying principles within the BDAC Strategy.

KEY POSITION RESPONSIBILITIES	
Primary Responsibilities	• Provide culturally safe and responsive support to Aboriginal and/or Torres Strait Islander women, children and young people. • Work directly with BDAC's Family Safety and Response and Family Journeys teams to promote effective transition from the Orange Door to ongoing support for Aboriginal and/or Torres Strait Islander women, children and young people. • Manage a caseload of complex and/or sensitive cases. • Share practice knowledge to support holistic case planning for Aboriginal and/or Torres Strait Islander women, children and young people. • Model integrated practice approaches and behaviours integral to ethical clinical practice whilst working with Aboriginal and/or Torres Strait Islander children and families. • Keep accurate and complete records of work activities in accordance with legislative requirements and the Victoria Governments information security and privacy policies and requirements. • Liaise with organisations and services within the Hub network in order to improve direct service issues for Aboriginal and/or Torres Strait Islander people accessing services through the Loddon Orange Door. • Work with Aboriginal and/or Torres Strait Islander women, children and young people to ensure that their cultural needs are identified and embedded into practice. • Provide confidential client support and referral pathways for Aboriginal and/or Torres Strait Islander families to improve the safety, stability and outcomes for children and young people. • Participate in all training, supervision and consultation activities. • Provide specialist consultation within the team and broader services system in relation to complex family needs. • Assess the immediate situation, safety risk and support needs of Aboriginal and/or Torres Strait Islander women, children and young people, using the Multi-Agency Risk Assessment and Management Framework (MARAM). • Complete safety planning for Aboriginal and/or Torres Strait Islander women, children and young people to increase their safety and mitigate risk.
Response to Family Violence	This position is designated under the Multiagency Risk Assessment and Management framework (MARAM) as: comprehensive
General Responsibilities	• Uphold BDAC's Values, Code of Conduct, and all relevant policies and procedures.

	- Engage in supervision, professional development, and continuous quality improvement (CQI) activities. - Attend team meetings, staff meetings, and community events as required. - Comply with legislative and regulatory obligations. - Identify and report risks promptly to your line manager, including completing incident reports via LogiqcQMS. - Collaborate effectively within a team to meet performance and development goals in line with BDAC's program requirements. - Follow reasonable directions from BDAC management. - Maintain a safe work environment in accordance with BDAC's Occupational Health and Safety (OHS) policies.
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COMMITMENT TO SAFETY

- BDAC has zero tolerance to all forms of violence.
- BDAC is committed to service delivery and a work environment that prioritises equity and diversity and actively supports inclusion. We aim to ensure every individual is treated with dignity and care with respect to their cultural background, ability, ethnicity, gender identity, sexual orientation, age, caring responsibilities, spirituality, or religion.
- BDAC is committed to the Child Safety Standards and believes that all children and young people have the right to be children and live free of abuse and neglect, so they can grow, learn, and develop. Everyone within BDAC is responsible for ensuring a culture of child safety, preventing child abuse.
- BDAC is committed to the health and wellbeing of its employees and stakeholders. Everyone within BDAC is required to foster a workplace that is safe and healthy that is free from all forms of harassment, bullying, and discrimination.

KEY SELECTION CRITERIA

- Knowledge and understanding of Aboriginal cultures and the ACCO environment.
- A strong understanding of working with Aboriginal and/or Torres Strait Islander women, children and young people, and the challenges they may face within the service system.
- Strong analytical, organisational and coordinating skills. Effectiveness in developing tasks and managing resources to achieve targets within set timeframes.
- Demonstrated ability to undertake comprehensive family violence risk and needs assessments and respond appropriately.
- Strong computer skills, ability to use a range of software and IT based reporting systems.
- Well-developed interpersonal and communication skills, with a demonstrated capacity to work collaboratively with others.
- Demonstrated experience referring to and collaborating with local service networks.

- Demonstrated experience in understanding complex case work and applying a cultural lens with Aboriginal and/or Torres Strait Islander families and children who have experienced trauma, preferably in the context of Family Violence.
- Ability to prepare briefs, letters, emails and reports using clear, concise and grammatically correct language. Ensure written communications contain necessary information to achieve their purpose.
- Excellent time management skills with the ability to meet deadlines, targets and key deliverables of the program.

Education, Training and/or Competencies

Mandatory

- Qualification in Social Work, Community Services, or related discipline. Willing to undergo further mandatory studies to meet minimum qualification requirements

Preferred/ desired

- Previous experience working with Aboriginal and/or Torres Strait Islander community members or in an Aboriginal organisation.

CONDITIONS OF EMPLOYMENT

- Must pass a Criminal Police Record Check.
- Must pass and provide copy of Working with Children's Check (WWCC) (*or Teachers Registration if applicable*).
- Must hold current full Victorian Drivers Licence and provide a copy.
- Must have the right to work in Australia.
- Must pass an Employment History check.
- Must have and maintain a commitment to child safety, equity, inclusion, and cultural safety.
- **Vaccination Policy:** all staff are encouraged to be vaccinated against whooping cough, measles, mumps, and rubella (MMR) (*if not immune*), influenza (*annually*), hepatitis A and B, chicken pox (*if not immune*); shingles (*for eligible people*), and COVID-19. It is expected that Clinic, aged care, and djimbaya, staff will be vaccinated against the above diseases and will be required to complete a **Vaccination Consent Form**. It is also expected that Clinic staff will be vaccinated again diphtheria, tetanus, and pertussis (DtP).

EMPLOYEE STATEMENT

I have read, understood, and accepted the above position description of the Aboriginal Hub Practitioner.

EMPLOYEE NAME:

SIGNATURE:

DATE:/...../.....