

About Us

Anglicare Victoria works with children, young people, individuals, and families. We prevent harm and empower people to overcome challenges and achieve their full potential.

We believe in families and know that with access to the right support every family can grow and achieve their goals.

We work with families towards positive change. Whether it be a helping hand in a time of crisis or providing longer-term support and care. We partner with local communities, the private and public sectors, and our donors to deliver better results.

Supporting tens of thousands of Victorians every year, our 2000+ staff and volunteers operate from more than 90 sites across the state, as well as delivering assistance online, at home and in the community. We are Victoria's largest provider of Out of Home Care and Family Services, and one of Australia's most innovative agencies in working with vulnerable children youth and families.

Family Services

Family Services Programs are delivered through a range of tailored services to strengthen families and improve the wellbeing of children, and can include individual, family and group work. These programs aim to increase the capacity of parents to better meet the needs of their children, which leads to better opportunities and outcomes for children. Family Services promotes the safety and wellbeing of children and young people by supporting and empowering families using strength-focused approaches to fully realise their potential. Many families have long histories of involvement with Child Protection and community agencies and require flexible and responsive interventions to promote the best social, emotional, educational and health outcomes for their children.

Family Preservation and Reunification (FPR) Response Anglicare Victoria (AV) offers flexible and tailored support services as part of the Family Preservation & Reunification (FPR) Response, a Department of Families, Fairness & Housing (DFFH) state-wide initiative. FPR supports children and their families in creating a positive and safe environment within the family home, focusing on families remaining together and where children in care can return to reside with their family. The services within the FPR use various approaches including early intervention and assistance strategies, targeted and specialist support and continuing care pathways. AV provides FPR through short-term intensive support services and long-term transitional support services, based on the needs of the children and their families.

Position Specifications

The below outlines some specifics about the position:

Service Stream/Function:	Family Services
Program:	Rapid Response
Reports To:	Lead Practitioner
Direct Reports:	N/A
Internal Stakeholders:	All relevant stakeholders to enable continual improvement to the design and implementation of our service delivery model
External Stakeholders:	Department of Families Fairness and Housing Department of Education and Training
Classification:	SCHADS Level 6

About You (Key Selection Criteria)

Qualifications/Licences

Required:

- A relevant tertiary qualification in Social Work, Psychology, Early Childhood Specialist and/or related behavioural sciences at degree level with relevant experience, or diploma level with substantial experience.
- Qualifications obtained overseas are required to be assessed by the identified industry professional entities for industry relevance and alignment to the Australian Qualifications Framework.

Desirable:

- N/A

Knowledge and skills

- Demonstrated experience in working with high needs complex families, with examples of utilising a child focused family-centred approach and parenting educational programs or approaches reflective of practice elements within casework framework.
- Knowledge of various theoretical approaches used to understand the experience of children and families, including motivational interviewing and social inclusion.
- Advanced understanding of the child welfare services which enables an ability to collaborate with the Department of Families Fairness and Housing, in relation to addressing protective concerns for children.
- Extensive experience in conducting risk and needs assessments, specifically safety and wellbeing of children and young people, and skills in developing attainable goals that focus on positive outcomes.
- Ability to work collaboratively with a range of stakeholders to ensure a coordinated approach to services for children, young people and their families.
- Sound understanding of culturally sensitive practice and is able to establish rapport and relate sensitively with Aboriginal and culturally diverse groups.
- Ability to prioritise tasks and manage timeframes based on organisation and client requirements.
- Relevant experience working with marginalised, minority and difficult to engage young people and/or their families in their homes and communities.

Personal Qualities

- **Initiative and responsibility:** identify and share ideas for improvement with the team to increase effectiveness of how we work collectively and individually and take responsibility for own work and actions.
- **Drive and commitment:** ability to lead with best practice and set a high standard; motivated and positive approach to new challenges.
- **Teamwork and collaboration:** ability to support and promote a positive team culture of collaboration, inclusiveness, and respect.
- **Resilience:** the ability to maintain best practice while working under challenging circumstances such as working with those exposed to significant trauma.
- **Self-Development:** the desire to continually develop, inquire and learn through on-the-job experiences, exposure through participating in events, mentoring and education.

Your Contribution (responsibilities)

The key contributions in the role are outlined below:

Role Specific

- Actively participate in the Rapid Response Communities of Practice Forums and Case Consultation Meetings.
- Participate in supervision, reflective practice and consultation activities.
- Demonstrate compliance with agency requirements through clear and concise documentation and data entry.
- Provide direct engagement and motivation using methods compatible with principles and practices of the specified model.
- Contributes to the performance monitoring and reporting requirements of the Rapid Response program to ensure model fidelity.
- Fulfil program requirements regarding case recording, data collection, registration standards and other requirements such as the Rapid Response evaluation.
- Record and update outcomes and data management systems to meet DFFH and Anglicare Victoria's guidelines and statutory requirements.
- Complete mandatory programmatic training, including but not limited to (Rapid Response, North Carolina Family Assessment Scale and Electronic Case Management System).

General

- Ensure familiarity and compliance with all governance, policies, and procedures.
- Adhere to all legislation, program requirements and relevant procedures relating to service provision.
- Undertake mandatory training within the required timelines. Participate in other training and development opportunities to ensure all necessary qualifications, skills, certificates, and clearances are obtained to meet the position requirements.
- Maintain appropriate and accurate case notes, records, reports and data-input, in line with the service area and function/position requirements.
- Attend client meetings, team meetings, workshops, and conferences, as required.
- Ensure privacy and confidentiality is always upheld.
- Professionally represent AV and our services at forums, meetings, and training with external agencies.
- Contribute to the development of continuous improvement and initiative strategies.
- Embrace and use new ways of working to enhance collaboration, effectiveness, and outcomes.
- Individuals may be required to undertake reasonable travel, as part of their position or duties.

It is an inherent requirement of the position to have (and commit to providing) **some** flexibility to perform work outside of standard office hours to service the needs of the client. By accepting this position, you commit to working within the parameters of such flexible hours.

Our Commitment to Health, Safety & Wellbeing

AV is committed to ensuring the health and safety of its employees and any other individuals present in our workplaces.

All AV employees, contractors and volunteers are required to:

- take reasonable care for themselves and others who may be affected by their acts or omissions
- contribute to, and be involved in, the organisation's ongoing management of health and safety activities, including consultation
- follow all workplace health and safety policies and procedures implemented
- participate in relevant health and safety training and inductions based on roles and responsibilities.

Our Commitment to Inclusion

AV strives to be an inclusive, safe and responsive organisation that promotes diversity and actively supports inclusion for people and communities identifying as, but not limited to Aboriginal and Torres Strait Islander, LGBTIQA+, people with disabilities, people from diverse cultural, racial and linguistic backgrounds, people of all ages, people with caring responsibilities, and people with diverse religious beliefs or affiliations and people with lived/living experience of services similar to those delivered by AV.

All AV employees, contractors and volunteers are required to:

- take reasonable care to respect differences, to foster a workplace that is safe, healthy, positive, supportive, and free from all forms of harassment, bullying and discrimination.
- undertake all interactions with clients, families and co-workers in a culturally sensitive manner and take appropriate account of cultural, racial and linguistic diversity.
- address any unacceptable behaviour witnessed or experienced within the workplace directly with the individual/s responsible, if safe to do so or report to a relevant Supervisor or Manager.
- participate in and contribute to training, events and learning opportunities to celebrate differences, increase awareness and understanding of diversity, equity, and inclusion; and
- raise concerns and or complaints in a constructive manner, including identifying possible solutions.

Our Commitment to Child Safety

AV is committed to protecting children and young people from all forms of harm and abuse.

As an employee you are required to report any concerns raised by, or on behalf of, children and young people in accordance with mandatory reporting, reportable conduct, and incident management procedures. Everyone at AV has a role to play in keeping children and young people safe.

Employment Screening and Required Certificates

Anglicare Victoria conducts safety screening practices for all preferred applicants. Safety screening must be satisfied prior to formal offers of employment being made and must be kept current to ensure ongoing employment. These include but are not limited to:

- an Australian Criminal History Check,
- an International Criminal History Check for those who have lived outside of Australia for longer than 12 months within the last ten years,
- a Current Employee Working with Children Check.

The responsibilities listed within this document have been identified as the primary functions of the position. Additional responsibilities not listed may be required; these may change from time to time to reflect the needs of our clients and the service but will remain at the same level of responsibility aligned to this position.