

# PROJECT WORKER POSITION DESCRIPTION

## GROWING CONNECTIONS

### NORTH METRO REGION

**At Anglicare Victoria our focus is on transforming the futures of children, young people, families and adults.** Our work is based on three guiding pillars: Prevent, Protect and Empower.

We strive to create an environment where employees feel valued and rewarded.

By living the Anglicare Victoria values and actively fostering fairness, equality, diversity and inclusion, our people make Anglicare Victoria a truly great place to work.

**So come and join us at Anglicare Victoria where there is a rewarding career ready for you** in a dedicated, professional team where respecting each other; leading with purpose; working together; and creating a positive difference are valued, and learning and creativity are encouraged.



## Position details

<b>Position</b>	Growing Connections Project Worker
<b>Program</b>	Growing Connections
<b>Classification</b>	SCHADS Award Level 6 (Social Worker Class 3) (Classification will be dependent on qualification and years of experience within the relevant field consistent with the SCHADS Award)
<b>Hours</b>	Part Time
<b>Hours per week</b>	30.4
<b>Duration</b>	Fixed Term Parental Leave Position
<b>Fixed term end date</b>	31.3.2022
<b>Location</b>	32 Railway Crescent Broadmeadows
<b>Reporting Relationship</b>	This position reports directly to the Team Leader
<b>Effective date</b>	March 2022

## Overview of program

Anglicare Victoria *Hume Moreland Family and Community Services* incorporates a suite of services including Growing Connections, Integrated Family Services, Women’s & Children’s family violence counselling, Functional Family Therapy, Young Parents Project, Parentzone & the Broadmeadows Women’s House.

Growing Connections is a Communities for Children funded project in the Hume LGA. It has been funded since 2015 and has another 4 years funding until June 2026.

The Growing Connections Project includes four main components:

1. The Growing Connections 8 week group for mothers and primary school aged children who have experienced Family Violence
2. Art & Soul – groupwork taster events
3. The Growing Connections Train the Trainer manual
4. The Hume Moreland Working with Father’s Network.

This a parental leave position until March 2023

## Position Objectives

1.	To coordinate, deliver, evaluate and report on the key outputs and milestones for the Growing Connections Project.
2.	To work in partnership with internal programs and external key agencies in Hume to develop, deliver and evaluate the <i>Growing Connections Group</i> , and <i>Art and Soul taster sessions</i> to assist mothers and their children to regain a sense of safety, and to recover and heal from the trauma of family violence.
3.	To explore and develop collaborative relationships with service providers in Hume that work with fathers, in particular through the ongoing management of the Working with Fathers Network

## Key responsibilities

The key responsibilities are as follows but are not limited to:


1.	In conjunction with the Team Leader, co-ordinate the Growing Connections Project
2.	In consultation with relevant networks and stakeholders, develop, coordinate, deliver and evaluate the Family Violence group 'Growing Connections' by targeting mothers and their children 6-12 years who have experienced family violence, and provide 3 x 8 week groups per financial year.
3.	In consultation with relevant networks and stakeholders develop, deliver, coordinate and evaluate the Art and Soul days for parents and children in Hume, and provide 3 or more one-off activity days per financial year.
4.	Continue to develop the train-the-trainer model to build capacity and sustainability of the Growing Connections group, including Art and Soul days
5.	Continue to coordinate the Hume Moreland Working with Father's Network – including organising the quarterly meetings, working with the committee and developing collaborative relationships with community service providers in Hume & Moreland working with fathers
6.	Meet the agreed contractual obligations of the Communities for Children funding and services agreement with Anglicare Victoria in conjunction with the Team Leader. This includes monitoring and meeting agreed performance targets, data collection, service reporting and developing regular forward plans.

## Key Selection Criteria

The Key Selection Criteria are based on role specific requirements.

### a) Role specific requirements

Applicants are required to provide a written response to the role specific requirements. The five criteria are to be addressed individually (no more than 2 pages in total).

 <p>Role Specific</p>	<p>1. A relevant tertiary qualification in Social Work, Psychology, Adult Learning, Community Development or equivalent /or less formal qualifications with specialised skills sufficient to perform at this level, with a minimum two years' work experience.</p>
	<p>2. Significant demonstrated experience and training in group-work facilitation</p>
	<p>3. Demonstrated experience in project coordination</p>
	<p>4. Thorough understanding of family violence, and its impact on children and families</p>
	<p>5. Excellent liaison and networking skills, and ability to work collaboratively with a diverse range of stakeholders.</p>

## **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.

## **Occupational health & safety (OHS)**

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

In achieving and maintaining workplace health and safety, Anglicare Victoria will apply best practice in OHS in accordance with statutory obligations at all times.

All Anglicare Victoria employees, contractors and volunteers are required to:

- take reasonable care for their own health and safety and for that of others in the workplace by working in accordance with legislative requirements and the company's OHS policies and procedures
- take reasonable care their actions or omissions do not adversely affect the health and safety of themselves and others
- cooperate with any reasonable directions, policies and procedures relating to health and safety in the workplace
- report all injuries, illness or 'near misses' to their Supervisor or Manager
- participate in relevant health and safety training based on roles and responsibilities
- as required, participate in the development and implementation of specific OHS hazard and risk management strategies.

In addition to the above, positions with supervision or management responsibility are required to ensure a safe and healthy work environment for all employees, clients, contractors and visitors. This can be achieved by ensuring all people are aware of and have access to OHS policies, procedures, training and reporting systems

## **Cultural Safety in the Workplace**

Anglicare Victoria recognises the important and unique contribution Aboriginal and Torres Strait Islander employees make by bringing their unique skills, knowledge and experience to the workplace. They also contribute important insight into how Anglicare Victoria can provide for and engage with Indigenous clients and communities more effectively.

Our Reconciliation Action Plan (RAP) and Workforce Strategy outlines Anglicare Victoria's commitment to leading and facilitating sustainable employment, training, retention and career development opportunities for Aboriginal and Torres Strait Islanders people.

## Conditions of employment

- Salary and conditions are in accordance with the Social, Community, Home Care and Disability Services Industry Award (SCHADS) 2010. Salary packaging is offered with this position.
- All offers of employment at Anglicare Victoria are subject to a six month probationary period. The staff member will be asked to participate in an annual performance review linked to objectives set out for the position.
- All offers of employment are subject to a satisfactory Criminal History Check, a current Driver's License and an Employment Working with Children Check prior to commencement.
- In line with Anglicare Victoria's Covid 19 Vaccination Policy all staff, students and volunteers are required to provide evidence of full vaccination against Covid-19 or provide a valid medical exemption. This requirement may be amended from time to time in line with Anglicare Victoria Policy or as directed by Chief Health Officer.

## Acceptance of Position Description requirements

To be signed upon appointment

### Employee

Name:

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Signature:

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Date:

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