

TEAM LEADER KINSHIP CARE OUT OF HOME CARE NORTH CENTRAL 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

Position	Team Leader
Program	Out of Home Care
Classification	SCHADS Award Level 7 (Social Worker Class 2) (Classification will be dependent on qualification and years of experience within the relevant field consistent with the SCHADS Award)
Hours	Part Time
Hours per week	30.4
Duration	Ongoing
Location	Bendigo - the incumbent will be expected to work at key service sites in the North Central Region
Reporting Relationship	This position reports directly to the Program Manager
Effective date	June 2022

Overview of program

At Anglicare Victoria our focus is on transforming the futures of children and young people, families and adults. Our work is based on three guiding pillars, Prevent, Protect, and Empower. We offer a comprehensive network of services and seek to ensure the provision of high quality services that will bring about significant improvements in the life experience of the young people, children and families/caregivers with whom we work.

Anglicare Victoria's Kinship Care and First Supports programs are funded by the Department of Families, Fairness and Housing (DFFH) to provide monitoring and support to kinship care placements arranged for vulnerable children as a result of child protection involvement. The program ensures the ongoing safety, stability and developmental needs of children and young people are met. These services include: timely assessments; identification of risk and needs; referrals; access to family services, and flexible brokerage and case contracting services.

The Team Leader Kinship Care and First Supports is a leadership role in the Out of Home Care team within the North Central region.

This position manages a program area with responsibility for the management of a budget and significant risks. The role has the opportunity to influence an environment building on the strengths of carers and young people to create positive, enduring outcomes.

The specified programs to be managed may change over time to reflect organisational needs.

Position Objectives

1.	Provide expertise, guidance and leadership in managing quality including performance against relevant targets, meeting and complying with service delivery standards, and continuous quality improvement.
2.	To coordinate the delivery of a high quality program that provides genuine and positive outcomes for clients.
3.	To work in conjunction with the Program Manager to plan and implement responses in relation to sector and service developments.
4.	To ensure appropriate processes are in place to enable continuous improvement of services and to promote best practice and ongoing quality improvement of the program.
5.	To ensure the program is operated in accordance with service and quality standards, program targets, DFFH service agreements, organisational policies and accepted standards of practice.
6.	To provide ongoing support, supervision, performance management, learning and development of team members in this program.


Key responsibilities

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

1.	Provide high quality service delivery to allocated clients.
2.	Ensure the delivery of program services meets client requirements and is in accordance with the service agreements and within program budget requirements.
3.	Monitor performance targets, outcomes, quality standards in service agreements, legislative and policy requirements, quality of care issues, reportable conduct and complaints.
4.	Monitor program performance and outcomes through the collection and analysis of service data and implement changes to the operation of the program when required.
5.	Participate in the development and maintenance of quality partnerships with key agencies including the Victorian Government Department of Families Fairness and Housing (DFFH) and other community services providers.
6.	Participate in the professional development and recruitment of staff, including supporting a culture of reflective practice, quality supervision and coaching.
7.	Initiate service improvements and participate in service redevelopment and redesign.
8.	Contribute to the preparation of the program budget and work with the Program Manager to maintain accountability for the program budget and implement corrective action as required.
9.	Provide staff supervision, and manage staff performance, and develop team cohesion and effectiveness.
10.	Ensure compliance with team administrative requirements, including those in Preceda, Converg, PageUp, and Riskman.

Key Selection Criteria

What you are looking for in your successful applicant in terms of nonnegotiable qualifications or experience:

 <p>Role Specific</p>	1. Tertiary qualifications, preferably in social work, psychology, or behavioural sciences or equivalent, or less formal qualifications with specialised skills to perform at this level.
	2. Demonstrated understanding of the child protection, placement and support services and family service system, including legislative and policy framework.
	3. Demonstrated knowledge of, and experience in the application of relevant theoretical approaches that underpin casework practice (including theories of child attachment, development and abuse) to vulnerable children, young people and families.
	4. Skills and knowledge in delivering services within required timeframes and performance and compliance requirements.
	5. Demonstrated knowledge in coaching and mentoring of staff, and supporting the development of a positive team environment.
	6. Demonstrated well developed communication and problem solving skills.

Child Safety

AV is committed to protecting children and young people from all forms of harm and abuse. As a manager 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 and an Employment Working with Children Check prior to commencement.
- A current Victorian Driver's license is essential.
- 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:

Signature:

Date:
