



## POSITION DESCRIPTION

<b>Position</b>	Team Leader AFPRR	<b>Position Number</b>	TBC
<b>Reports to</b>	Family Services Program Manager	<b>Direct Reports</b>	Up to 6
<b>Status</b>	Permanent	<b>Time Fraction</b>	Full time
<b>Award</b>	SCHADS Level 6	<b>Location</b>	Frankston/Dandenong

## OUR VISION

Aboriginal self-determination – Live, Experience and Be.

## OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

## POSITION SUMMARY

The Team Leader is responsible of overseeing program delivery of the Aboriginal Family Preservation and Reunification Response (AFPRR). The Team Leader will provide leadership, case direction and support to a small team of AFPR Practitioners employed within the Response program to provide innovative, intensive wrap around outreach family support service to families and the children.

The service is delivered through creative strengths-based evidence informed intervention strategies, conducting outreach and home visits, contributing to risk assessments, and facilitating referrals to other VACCA programs or external agencies as required.

## KEY RELATIONSHIPS

*Internal:* All Southern VACCA teams including VACCA staff based at The Orange Door; Continuous Quality Improvement; Client Practice Management Team; broader VACCA support services

*External:* Government Departments (including DFFH, FSV, CP), health professionals, schools, other Aboriginal Community Controlled Organisations (ACCOs), other Community Service organisations

## KEY SELECTION CRITERIA

### ESSENTIAL

- Demonstrated understanding of, and commitment to, the values that underpin VACCA' vision and purpose and the capacity to take a leadership role in championing these internally and externally



- Demonstrated awareness and appreciation of Aboriginal societies and cultures, and commitment to continually build knowledge of such, along with a high level of awareness of the key issues which impact upon Aboriginal communities.
- Demonstrated experience in working with Aboriginal families and children.
- Relevant work experience supporting child development, family functioning, trauma theories, risk assessment, and service interventions for vulnerable families.
- A proven ability to develop, manage and lead a team and provide culturally appropriate, reflective supervision to direct reports
- Strong organisational, interpersonal, and communication skills for effective collaboration with various stakeholders.
- Experience in the child and family sector.
- Knowledge of Family Violence and Child Protection sectors, including qualifications in Family Violence and MARAM training.
- Understanding of relevant legislation, policies, and practice frameworks.
- Ability to collaborate with Aboriginal organisations and workers and supervise and support staff effectively.
- Capacity to work under pressure and make professional judgments.

## REQUIREMENTS

- The successful applicant will be required to hold a tertiary qualification in social work, youth work, psychology or a related discipline and have at least three years' experience in the child and family services system.
- You must have and continue to hold a full Victorian Driver's Licence and a current employment working with children check card and undergo a Police check
- Current COVID-19 vaccination (minimum two doses plus booster)

### *Note:*

*All staff employed withing response teams will be required to participate in training to understand and apply evidence informed practice approaches including Aboriginal Practice Modules and Common Elements.*

## POSITION ACCOUNTABILITIES

The AFPRR Team Leader is responsible for:

- Providing leadership and direction to AFPRR Team to ensure the needs of children and their families are being met in accordance with the level of risk and complexity, in relation to Family Violence.
- Working as part of a multidisciplinary team, sharing individual skills and knowledge.
- Collaborating with the Senior Program Manager and Executive Manager or delegate, ensuring feedback and safety checks are undertaken.
- Ensuring staff understand legislative and compliance requirements.
- Offering professional supervision and development opportunities to staff, enhancing their capacity to provide a quality service.



- Managing the Response team and overseeing the day-to-day operations, guiding, supervising, and supporting AFPRR practitioners who each handle a caseload of six families, delivering services in home and community settings for 12 months.
- Playing a key role in providing culturally safe support, guidance, and mentoring to the AFPRR practitioners.
- Ensuring that all actions and decisions prioritize the best interests of the child and deliver culturally responsive, strength-based, evidence-based, and trauma-informed services to families.
- Developing a strong understanding of Response requirements, utilizing evidence-informed approaches, and participating in an external program evaluation.
- Ensuring that AFPR Practitioners are familiar with and adhere to relevant VACCA policies.
- Prioritising and delegating tasks, considering community, organisational, team, and stakeholder priorities.
- Communicating clear, culturally appropriate, and respectful messages to staff, clients, and community members.
- Implementing organisational policies and procedures to address incidents and problems, assisting team members in developing culturally appropriate solutions.
- Modelling appropriate interpersonal skills, self-awareness, self-management, and community/cultural awareness.
- Managing risk, reporting mitigation strategies, and recommending improvements.
- Providing coaching and mentoring to workers in complex casework and assessments related to Aboriginal children, families, and carers in the out-of-home care system.
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## ADMINISTRATIVE

- Contribute to the collection and reporting of data, prepare reports, and contribute to the organisation's strategic direction, quality systems and practice.
- Preparing accurate documents, including reports, case notes, and case reports.
- Conduct file and case note audits.
- Check all court reports and case plan reports for all cases before they are submitted

## RELATIONSHIP MANAGEMENT

- Establish and maintain positive and effective working relationships with children, parents (including fathers), extended family and the Aboriginal Community.
- Collaborating with a variety of VACCA programs, Child Protection, external service providers, and Community Service Organisations, supporting AFPR practitioners in developing plans and engaging appropriate support for clients.
- Consult, network, negotiate and liaise with government and non-government sector agencies and community groups on a range of issues that contribute to service delivery



**VACCA**  
Connected by culture

## HEALTH, SAFETY & WELLBEING

- Ensure compliance with the OH&S Act and VACCA policies.
- Contribute positively and proactively to team and organisation wide OH&S activities.

## QUALITY & CONTINUOUS IMPROVEMENT

- Ensure compliance with legislation, contract and policy requirements in your day to day work to meet the organisation's audit, contract and registration obligations.
- Proactively apply your specialist knowledge in the review and maintenance of policies, systems and processes.
- Continue the development of a culturally strong and positive working environment using a continuous improvement approach.

## OTHER

- Participate proactively in team project initiatives
- Support other team members in periods of high demand and during periods of absence
- Participate in project groups and attend events
- Undertake other duties as directed

## ADDITIONAL INFORMATION

We are committed to Aboriginal self-determination and supporting strong, safe, thriving Aboriginal communities and aim to ensure every individual is treated with dignity, honouring all cultural backgrounds, abilities, ethnicities, sexual orientations, gender identities and spiritual beliefs.

VACCA is a child-safe organisation and is committed to ensuring the safety and wellbeing of children and young people with zero tolerance for child abuse. All successful applicants will be required to undertake a National Police Record Check and Working with Children Check prior to commencement of employment and periodically following commencement.

VACCA is an equal opportunity employer and has a smoke-free workplace policy.

This position is designated under the Multiagency Risk Assessment and Management framework (MARAM) Comprehensive (Tier 2) level which requires mandated MARAM Family Violence Comprehensive Risk Assessment training and responsibilities.