**Community Family Worker**

**Early Help Family Service Program**

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.

At Anglicare Victoria we care about our employees in the same way that we care about our clients. We support and encourage our employees with a wide range of professional and personal opportunities to strengthen their overall well-being.

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.

**Position details**

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| **Position Title** | Community Family Worker |
| **Program** | Early Help - Family Services |
| **Classification** | SCHADS Award Level 5 (Social Worker Class 2)  (Classification will be dependent on qualification and years of experience within the relevant field consistent with the SCHADS Award) |
| **Engagement** | Full Time |
| **Hours per week** | 38 |
| **Duration** | Fixed Term |
| **Fixed term end date** | 30/6/2023 |
| **Location** | Working within Western Suburbs Community Settings  Office base: Werribee |
| **Effective date** | June 2022 |

**Overview of program**

Early Help is new program forming part of AV’s wider Family Services Program.

The Early Help program provides individually tailored, effective, and evidence informed early interventions both on an individual and group basis.

The Program includes a multifaceted approach to help build the capability of families, carers and individuals, to help identify and link families to services and other supports to help address their immediate needs as well as build their capability for the future. This could also involve the identification and development of community and peer support groups to provide ongoing support.

Through consultation, the program also helps to build the capability of universal services staff to provide ongoing support to parents, carers and families.

**Position Objectives**

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|  | Deliver family service intervention based on evidence based practice elements to provide support to families based within schools and other community based settings. |
|  | Provide universally targeted group work by utilising a range of evidence based models including *Parents Building Solutions*, *Tuning in Kids*, *Tuning into Teens*, *Circle of Security* and *Bringing Up Great Kids*. |
|  | Work in partnership and support community members from Culturally and Linguistically Diverse (CALD) backgrounds to plan and deliver parenting group interventions whilst valuing a diversity of cultural and lived experience. |

**Key Responsibilities**

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|  | Provide comprehensive family service assessment and interventions and establish how to utilise flexible funding to address immediate needs of families being supported and connect them with services and community supports within the catchment of Western Melbourne (LGAs Hobsons Bay, Maribyrnong, Moonee Ponds, Melbourne and Wyndham). |
|  | Deliver direct supports to families that help address emerging needs, such as coaching, advice, group work or linking them up with other supports. |
|  | Engage and work alongside parents and community members from CALD communities through planning and delivering parenting and peer support groups to meet the needs of the CALD community. |
|  | Identify and implement support and advice for universal service staff to build capability in supporting families through consultation and information sessions. |
|  | Provide responsive services as per Early Help guidelines by providing place based services within the community (including schools) and delivering regular flexible hours outside standard business hours. |
|  | Fulfil program requirements by maintaining client records, collecting data, completing assessments, care plans and other information requirements in a timely and accurate manner that is underpinned and guided by the Children Youth and Family Act (2005) and the Best Interests Framework and Practice Model. |
|  | Participate in organisational, unit, team and individual professional development in various forms including model training, supervision and self-reflection as required. |
|  | Learning and utilising evidence-informed interventions including common practice elements and deliver evidence based group programs. |

**Key Selection Criteria**

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| C:\Users\David.Sandison\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\GIF9U7N8\RoleSpecific_icon.jpg  **b** | A relevant tertiary qualification within the social services field; such as Social work or Psychology or equivalent tertiary related field combined with previous experience in child/ young person and family welfare. |
| Highly developed written and verbal communications skills with an ability to communicate with a wide range of people, professionals and in a variety of circumstances (including meetings and groups). |
| A sound understanding of child development, family and parenting support needs and ability to apply case work skills of engagement, assessment, goal setting, risk assessment and safety planning as required. |
| Ability to work collaboratively and independently maintaining effective communication with supervisor, team members and a diverse range of stakeholders to reach the best outcomes for children, young people and families. |
| Sound understanding of relevant legislation including: the Best Interests Framework, Children Youth and Family Act (2005). MARAM and the Family Violence Information Sharing Scheme. |
| Ability to plan, deliver and facilitate groups and deliver evidence based parenting programs. |
| Demonstrated computer skills in Microsoft Office packages and other statistical databases such as IRIS. |
| Ability to engage and work in partnership with individuals, families and community members from a diverse range of backgrounds, including those from an Aboriginal, Torres Strait Islander or CALD background, and the LGBTI community in a respectful and culturally sensitive manner. |

**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 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**

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| Name: |  |
| Signature: |  |
| Date: |  |