**Key Practitioner   
POSITION DESCRIPTION**

**CARE Hub**

**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**

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| **Position** | Key Practitioner |
| **Program** | Care Hub |
| **Classification** | 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) |
| **Hours** | Full Time |
| **Hours per week** | 38 |
| **Duration** | Fixed Term |
| **Fixed term end date** | 30/06/2021 |
| **Location** | Bendigo |
| **Reporting**  **Relationship** | This position reports to Program Manager, Care Hub. |
| **Effective date** | August 2021 |

**Overview of program**

The Care Hub will provide early assessment, planning and wrap around supports by a single integrated team (formed from a consortium of organisations) for children and young people who are first time entrants into care.

The aim of the Key Practitioner role within the Care Hub is to undertake assessment, coordinate the care plan including the placement plan and be the one point of contact for the child/ren and young person during their time in the hub.

The role will coordinate the multidisciplinary team in coordinating assessment, planning and support children and young people in the hub.

**Position Objectives**

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|  | To provide quality interventions and services that focus on outcomes to families experiencing vulnerability and the safety and wellbeing of child/ren and young person |
|  | To provide case coordination and a key point of contact for the child/ren and young person during their entire time in the Care Hub. |
|  | To work across the multi-disciplinary team to coordinate assessment, planning and support to child/ren and young person. |
|  | To promote and engage in relationships with Aboriginal Controlled Organisations and Aboriginal families that promote culture as a safety for children. |

**Key responsibilities**

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

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|  | Undertake regular risk and needs assessments and case management; utilising the Best Interest Framework and other contemporary frameworks and theories; across the Loddon region. Focusing on the safety, stability and wellbeing of children and young people in their family home. |
|  | Actively engage (including outreach visits) children, young people and families, including those who may be resistant, by being flexible, responsive, strengths-focused and creative. |
|  | Make an active commitment to the development and maintenance of a learning environment and cohesive multi-disciplinary team across the consortium; through staff meetings, team meetings, staff development, supervision and reflective practice. |
|  | Develop good working relationships with consortium partners including Aboriginal services to ensure cultural safety in our practice; strengthening outcomes for aboriginal children and young people. |
|  | Work within a collaborative care team approach with consortium members and relevant stakeholders, including Child Protection to promote best outcomes for client. |
|  | Fulfil the program obligation regarding case load requirements, targets, case recording, statistics and other data collection. |
|  | The willingness to adhere to program guidelines and/or funding expectations, including the delivery of flexible service hours [outside normal business hours] where required. |
|  | Other duties as requested by the Program Manager or Team Leader. |

**Key Selection Criteria**

Applicants can provide a written response to the role specific requirements detailed below to support their application.

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| C:\Users\David.Sandison\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\GIF9U7N8\RoleSpecific_icon.jpg | 1. A relevant tertiary qualification in Social Work, Psychology, Early Childhood Specialist and / or related behavioural sciences at a degree level or associated diploma level with substantial experience in the relevant service stream. |
| 1. Resilience to work with and support clients who have been exposed to trauma |
| 1. Demonstrated ability to conduct comprehensive safety and wellbeing assessments and work within the Best Interest Principles ‘ as outlined within the Children, Youth and Families Act 2005 |
| 1. Sound understanding of the Child Protection and welfare system, and experience in collaboration with a range of professionals in a care team approach. |
| 1. Excellent written and verbal communication, time management and organisational skills. |

**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.

**Acceptance of Position Description requirements**

To be signed upon appointment

**Employee**

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