



## POSITION DESCRIPTION

<b>Position</b>	Lakidjeka Senior Case Advisor	<b>Position Number</b>	
<b>Reports to</b>	Team Leader	<b>Direct Reports</b>	Nil
<b>Status</b>	Ongoing	<b>Time Fraction</b>	Full Time
<b>Award</b>	SCHADS 5	<b>Location</b>	Ovens Murray

**Please note: This is an Aboriginal and/or Torres Strait Islander designated position, classified under Section 12 Special Measures of the Equal Opportunity Act 2010. This employment opportunity is only available to Aboriginal and Torres Strait Islander people.**

## OUR VISION

Aboriginal self-determination – Live, Experience and Be.

## OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

## POSITION SUMMARY

The role of Lakidjeka Senior Case Advisor will be responsible for providing advice and support to inform the respectful engagement of families, risk and other assessments, planning, monitoring and reviews undertaken by child protection.

The role will provide an Aboriginal and cultural perspective on all risk and safety assessments, and support child protection to engage Aboriginal children and families in a fair and respectful manner to improve case management and decision-making processes concerning Aboriginal children.

The role will advocate for the rights and the best interests of Aboriginal children in all assessments, planning and decision making and at court as well as Support Aboriginal families to meet with child protection and understand the legal processes.

## KEY RELATIONSHIPS

*Internal:* Lakidjeka Intake & AHS team, VACCA Ovens Murray & VACCA Permanent Care

*External:* DFFH – Child Protection, Aboriginal Community Controlled Organisations, (particularly Aboriginal Family Led Decision Making, Cultural Support, Out of Home Care & Early Intervention), Community Service Organisations & Children’s Court Victoria



## KEY SELECTION CRITERIA

### ESSENTIAL

- Demonstrated commitment and understanding for the values that underpin VACCA' vision and purpose .
- 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
- Sound knowledge and understanding of Aboriginal culture and values and an ability to share this knowledge with child protection and other services
- Demonstrated understanding of the issues impacting on Aboriginal families that lead to child protection involvement
- Demonstrated ability to work closely with child protection and other services to advocate for the child and support the best interests of children
- Demonstrated ability to identify risk of harm to children and young people and undertake risk assessments within a cultural framework
- Demonstrated ability and experience working independently and within a small team.
- Ability to work in a pressured environment and prioritising work and meeting deadlines.
- Sound administrative skills, including computer skills, record keeping including maintaining case notes, file maintenance and data recording
- Ability Participant on the Lakidjeka After hours roster

### DESIRABLE

- Experience working in the community services sector.

### REQUIREMENTS

- A tertiary qualification in Community Service, Social Work, Psychology, welfare or a related discipline is desirable.
- Minimum 3 years of experience
- You must have and continue to hold a full Victorian Driver's Licence, a current employment Working With Children Check card and a clear National Police Check
- Current COVID-19 vaccination (including booster dose, as applicable)

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## POSITION ACCOUNTABILITIES

### KEY RESPONSIBILITIES

- To respond to reports to Child Protection regarding Aboriginal children and young people.



- Undertake and provide cultural input into risk assessments regarding Aboriginal children, young people and their families through consultation and advice to Child Protection.
- Work in strong partnership with Child Protection in line with the VACCA/ DHS Protocol 2002 and the Children, Youth and Families Act, 2005 (Vic.)
- Ensure Aboriginal culture is embedded throughout all aspects of the program to ensure cultural safety in line with VACCA's Cultural Therapeutic Ways
- Participate in case planning, Aboriginal Family Led Decision Making and other processes involving Aboriginal children, young people and their families.
- Undertake joint visits with Child Protective workers.
- Provide specialist advice on behalf of Aboriginal children, families and communities
- Provide recommendations to assist Child Protection in making referrals.
- To support children, young people and their families dealing with the Child Protection and court system.
- Attend the Children's Court where appropriate
- Liaise directly with other Aboriginal and non-Aboriginal agencies and with government departments, such as the Victorian Aboriginal Health Service and Child Protection (DHS).
- To be aware of and familiar with current policies, legislation, programs and practices in relation to child welfare.
- To undertake intra-state travel as required
- Support new staff by allowing them to shadow your day-to-day work.
- Assist in appropriate training of staff where required.
- Consult on complex cases to support Case Advisors in the Team.

## ADMINISTRATION

- Undertake accurate record keeping, including case notes, completed forms and reports as required according to program guidelines and agency registration obligations.;
- Complete case management and maintenance of client files in line with legislative and policy requirements.
- Maintain accurate statistical data using organisations current data systems as required by VACCA and Department of Health and Human Services.
- Attend regular training, team meetings and other forums as required.
- Assist the Lakidjeka Team Leader with duties as directed.

## RELATIONSHIP MANAGEMENT

- Develop and maintain co-operative working relationships with external agencies and providers to optimise client service delivery and referral.

## 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) Identification (Tier 2) level which requires mandated MARAM Family Violence Screening & Identification training and VACCA MARAM Identification responsibilities.