

THERAPEUTIC CASE MANAGER POSITION DESCRIPTION CIRCLE – THERAPEUTIC HOME BASED CARE (HBC) NORTH METROPOLITAN

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

Position Title	Therapeutic Case Manager
Program	CIRCLE – Therapeutic Home Based Care (HBC)
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)
Engagement	Full Time
Hours per week	38 Hours per week
Duration	Ongoing
Fixed term end date	Not Applicable
Location	North Metropolitan – Broadmeadows office
Reporting Relationship	This position reports directly to the HBC Team Leader for North East Metropolitan Area (NEMA)
Effective date	July 2022

Overview of program

Anglicare Victoria and Australian Childhood Foundation have formed a partnership to deliver Therapeutic Foster Care in the Northern Metropolitan Region.

The major emphasis of Therapeutic Foster Care is the provision of high quality care based on a thorough understanding of the child. The care plan developed for each child uses this understanding to create a therapeutic environment and to enrich all interactions with the child. This will be achieved by an inclusive care team approach where carers are recognised as a vital part of the team, the provision of specialised therapeutic support and training to carers and network members.

Position Objectives

The role of the Therapeutic Case Worker is to provide leadership and coordination of the care team for each child placed in Therapeutic Foster Care to achieve the best possible care for the child. This role is primarily responsible for the support of carers and for developing and supporting a support network of carers for each child. This role will work collaboratively with the therapeutic service provider and other care team members to ensure the development of a therapeutically oriented, culturally appropriate care plan for each child. Contribution to the recruitment, assessment and training of therapeutic foster carers will occur as required.

The advanced caseworker contributes as a member of the Home Based Care team to the development of quality home based care programs.

1.	<p>Participate in program development, implementation and review of the Therapeutic Foster Care Program working collaboratively to contribute to the successful development and implementation of the program within the consortia, local areas and at the program level.</p> <p>Be involved in the implementation and monitoring of quality assurance measures within the program, including the development of quality assurance and quality improvement frameworks for clinical service delivery.</p>
2.	<p>In collaboration with key stakeholders, contribute to the development and implementation of an evaluation, monitoring and review strategy for the therapeutic care programs.</p> <p>Liaise with carers and other key stakeholders to assist in identifying gaps or weaknesses in the program and assist in devising strategies to address these.</p>

3.	<p>Work in partnership with the therapeutic service provider (Australian Childhood Foundation) to ensure a co-ordinated, effective and timely response to children, carers and families of origin, providing care team leadership in the implementation of the Therapeutic Foster Care program.</p> <p>Ensure the collaborative and active involvement of all care team members in the child or young person's assessment, including arranging for appropriate support to facilitate the child's participation.</p>
4.	<p>Lead in preparing for and assisting the transition of children and young people exiting from placement.</p> <p>Ensure that the care team is attuned to and aware of the requirements of culturally appropriate practice.</p>
5.	<p>Ensure compliance with Department of Health and Human Services Standards for Registration of Community Service Organisations with regard to requirements for Home Based Care Services, and other relevant standards and policies.</p> <p>Maintain case records and the computerised client data base in accordance with program procedures.</p>
6.	<p>Participate in the recruitment, accreditation and training of carers as required and in the annual review of carers according to program guidelines and in partnership with Australian Childhood Foundation.</p>
7.	<p>Provide professional supervision to the carers, on a formal and informal basis regarding the needs of the child, child's family and other key stakeholders.</p> <p>Work collaboratively with carers to identify, address and review their education and training needs</p>
8.	<p>Provide case management and/or support to the clients supported by the general HBC program.</p>
9.	<p>Perform other duties as required.</p>


Key responsibilities

The key responsibilities include but are not limited to:

1.	Provide regular planned and unplanned support for the carers to assist them in providing therapeutic care and management of the child or young person in their care.
2.	Lead the Care Team in supporting the child or young person's placement including developing, implementing and reviewing care planning using in the Looking after Children practice framework.
3.	Ensure that the care team monitors and regularly review each child' or young person's and family's progress against case planning goals.
4.	Identify, negotiate and coordinate the delivery of services to meet the child's needs, including respite services as appropriate.
5.	Provide case management to a limited number of clients in the general HBC program
6.	Participate in program development, implementation and review of the Therapeutic Foster Care Program working collaboratively to contribute to the successful development and implementation of the program within the consortia, local areas and at the program level.
7.	Be involved in the implementation and monitoring of quality assurance measures within the program, including the development of quality assurance and quality improvement frameworks for clinical service delivery.

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 qualification in Social Work or other relevant area as well as a minimum 2 years of experience.
	2. Extensive experience in child, youth and family welfare experience, with particular experience in out of home care
	3. Ability to lead and facilitate a multi-disciplinary care team
	4. Knowledge and experience in therapeutic work
	5. Demonstrated skills in case management

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

Name:

Signature:

Date:
