

## RESIDENTIAL SKILLS COACH – POSITION DESCRIPTION

### KEEP EMBRACING YOUR SUCCESS (KEYS), SOUTHERN METRO 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

<b>Position</b>	Residential Skills Coach
<b>Program</b>	Keep Embracing Your Success (KEYS)
<b>Classification</b>	SCHADS Award Level 3 (Youth Worker Class 2)  (Classification will be dependent on qualification and years of experience within the relevant field consistent with the SCHADS Award)
<b>Hours</b>	Part time, Full time & Casual
<b>Hours per week</b>	Various
<b>Duration</b>	Ongoing
<b>Fixed term end date</b>	Not applicable
<b>Location</b>	Southern Region
<b>Reporting Relationship</b>	This position reports directly to either the House Coordinator or Team Leader
<b>Effective date</b>	September 2021

## Overview of program

Anglicare Victoria, in conjunction with partners Orygen, VACCA and YSAS, are excited to be delivering a new Keep Embracing Your Success (KEYS) for young people who experience complex emotional and behavioral difficulties and are currently in, or are likely to be placed in, residential care.

KEYS is a transitional model, intended to support young people for up to 18 months including both a residential care placement and outreach support. KEYS will take a new approach to working with highly vulnerable young people, who will receive a range of support, treatment and other therapeutic interventions and be actively assisted and supported to transition into kinship care, home based foster care, or move directly to independent living.

At any given time, KEYS will support four young people living in the KEYS house and four receiving outreach following their KEYS placement.

Implementation of KEYS will be underpinned by the following principles:

- A positive and aspirational culture
- Consistently applied evidence informed practice
- Comprehensive assessment and planning
- Individualised holistic assessment and tailored therapeutic treatment and care plans.
- Connection to culture, family, community and land for Aboriginal young people
- Culturally informed practice
- Family engagement and inclusion
- Interdisciplinary collaboration and coordinated support
- Access to education and/or vocational training
- Planned and supported transitions into and out of the service.

## Position Objectives

1.	Work with young people to empower and support them to manage their life situation and to take charge of their lives, including a positive engagement with their community.
2.	Provide consistent and motivational support enabling positive and forward looking outcomes to young people who are being accommodated within KEYS (4 young people) and in an outreach capacity (up to 4 young people).
3.	Work in partnership with care team members to achieve goals aimed enhancing child/children's development.

4.	Engage with families where appropriate to ensure that young people have the opportunity to reconnect, reunify and understand their family history and identify.
5.	Be an active participant in the Looking After Children framework and ensure your practice is in line with out-of-home-care guidelines.

## Key responsibilities

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


1.	Work in partnership with partner agencies and DFFH for all young people involved in the Keep Embracing Your Success (KEYS) program.
2.	Work directly with young people in the KEYS program and where appropriate their families as per program guidelines.
3.	Implement evidence informed and therapeutic approaches and interventions to young people in care, such as HEAL and ERIC.
4.	Undertake Looking After Children (LAC) requirements for young people and maintain administration and documentation requirements in accordance with Anglicare Victoria and program guidelines.
5.	Contribute to the development and maintenance of a safe, secure and planned environment where young people's developmental needs are effectively met.
6.	Support young people to be at the centre of all the decisions and plans relating to them and encourage and facilitate self advocacy opportunities.
7.	Ensure the home is clean and well maintained by undertaking general household tasks including shopping, cooking, cleaning and maintenance.

## Key Selection Criteria

The Key Selection Criteria are based on role specific requirements **and** the Anglicare Victoria Capability Framework. Applicants are required to provide a written response to **both** a) and b).

### a) Role specific requirements

Applicants are required to provide a written response to the role specific requirements. The five criteria are to be addressed individually (no more than 2 pages in total).

 <p>Role Specific</p>	<p>1. A relevant tertiary qualification, including Social Work/Science, Psychology, Youth Work or a certificate IV in youth and family intervention (Residential care or out of home care).</p>
	<p>2. Capacity and commitment to work effectively with young people in a residential setting to achieve planned change.</p>
	<p>3. An ability to work flexibly to meet the challenging needs of young people</p>
	<p>4. Ability and willingness to work effectively as part of a team, to meet program goals and objectives.</p>
	<p>5. Hold a current first aid certificate.</p>

## 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:

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Signature:

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Date:

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## Appendix 1:

### Qualifications recognised under the Residential Care Workforce Training Initiative

Category	Qualification	Training required
<b>Preferred qualification</b>	Certificate IV in <i>Child, Youth and Family Intervention (Residential and out of home care)</i>	Meets minimum requirement; no further training needed
<b>Relevant qualifications</b>	<ul style="list-style-type: none"> <li>• A University-level qualification in the following fields of study:               <ul style="list-style-type: none"> <li>– Community Services</li> <li>– Youth Work</li> <li>– Social Work</li> <li>– Alcohol and Other Drugs</li> <li>– Community Development</li> <li>– Disability</li> <li>– Youth Justice</li> <li>– Mental Health</li> <li>– Behavioural Sciences (inc. Psychology and Psychiatry)</li> <li>– Education</li> <li>– Human Services</li> <li>– Nursing &amp; Midwifery</li> <li>– Allied Health</li> </ul> </li> <li>• Diploma in <i>Community Services</i></li> <li>• Diploma in <i>Youth Work</i></li> <li>• Diploma in <i>Mental Health</i></li> <li>• Diploma in <i>Alcohol and Other Drugs</i></li> <li>• Diploma in <i>Secure Services</i></li> <li>• Diploma in <i>Child, Youth and Family Intervention</i></li> <li>• Certificate IV in <i>Child, Youth and Family Intervention</i></li> <li>• Certificate IV in <i>Disability</i></li> <li>• Certificate IV in <i>Mental Health</i></li> <li>• Certificate IV in <i>Youth Work</i></li> <li>• Certificate IV in <i>Alcohol and Other Drugs</i></li> <li>• Certificate IV in <i>Youth Justice</i></li> <li>• Certificate IV in <i>Community Services</i></li> </ul>	Requires top-up training to meet minimum qualification
<b>Related qualifications</b>	<ul style="list-style-type: none"> <li>• Certificate IV in <i>Community Development</i></li> <li>• Diploma in <i>Community Development</i></li> <li>• Diploma in <i>Youth Justice</i></li> </ul>	<p><b>Transition period</b> to 31 Dec 2017</p> <p>Requires top-up training to meet minimum qualification</p> <p><b>Post-implementation</b> from 1 Jan 2018</p> <p>Obtain either the Certificate IV in <i>Child, Youth and Family Intervention (Residential and out of home care)</i> or other relevant qualification with top-up training</p>