

# PARENTING ASSESSMENT AND SKILLS DEVELOPMENT SERVICES (PASDS) POSITION DESCRIPTION

## CHILD AND FAMILY SERVICES ST LUKES REGION [MALLEE]

**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>	Parenting Assessment and Skills Development Service (PASDS) Practitioner – Loddon Area
<b>Program</b>	Child and Family Services
<b>Classification</b>	SCHADS Award Level 6 (Social Worker Class 3) St Luke's Collective Agreement 2008 Level 6 (Social Worker) (Classification will be dependent on qualification and years of experience within the relevant field consistent with the SCHADS Award)
<b>Hours</b>	Full Time
<b>Hours per week</b>	38
<b>Duration</b>	Ongoing
<b>Fixed term end date</b>	
<b>Location</b>	Bendigo – travel is required as part of this position
<b>Reporting Relationship</b>	This position reports directly to Families First & PASDS Team Leader
<b>Effective date</b>	February 2021

## Overview of program

Parenting Assessment & Skill Development Service [PASDS] is an intense short term service that works with families across 6 LGA's that make up the Loddon catchment area:

- City of Greater Bendigo
- Campaspe
- Loddon Shire
- Central Goldfields
- Macedon Ranges
- Mt Alexander

PASDS provide specialist, intensive parenting services for children involved with child protection.

PASDS provide independent, specialised assessments and reports in relation to vulnerable infants and young children's health, development, safety and wellbeing. The PASDS team undertake comprehensive in home or day stay assessments to undertake a parenting capacity assessment that observes the strengths, skills and abilities of the parent and/or caregiver of the infant.

PASDS also provide an intensive skill development service component for parents to assist them to develop their skills, knowledge and capacity to safely care for and nurture their children in the family home.

## Position Objectives

This section has the position objectives of the position. A maximum of four to six objectives is regarded as sufficient. Please delete rows that are not required.

1.	To provide quality service delivery with the intention of reducing the re-occurrence of child abuse and/or neglect and infants entering Out of Home Care.
2.	To promote family self-sufficiency and reduce the need for further Child Protection intervention through skill development coaching that builds parenting capacity.
3.	Promoting and engaging in relationship with Aboriginal organisations and Aboriginal families that promote culture as a safety for infants and families.

## Key responsibilities

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


1.	Undertake comprehensive assessments and skill development through; intensive observation of infant and parent/caregiver relationship and coaching involved in the Stronger Families program.
2.	Provide expert consultation and recommendations to promote best outcomes for the infant and their family.
3.	Ensure and promote outcomes for infants, ensuring that the infant is at the centre of the support provided to the family; informing goal setting, planning, review and evaluation.
4.	Fulfil the program obligation regarding targets, case recording, statistics and other data collection and report writing.
5.	Work collaboratively with key stakeholders, such as DHHS Child Protection, C2K, Maternal Child Health, Stronger Families program and Aboriginal Organisations.
6.	Make an active commitment to the development and maintenance of a learning environment and cohesive multi-disciplinary team; through staff meetings, team meetings, staff and program development, supervision, flexible and reflective practice.
7.	Co-ordinate and lead capacity building activities that support the development of the broader staff group in relation to their work with infants and their families.
8.	Work flexible hours as required to support client and program outcomes. Other duties as requested by the Team Leader and/or Program Manager.

## 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>	1. A relevant tertiary qualification in Social Work, Psychology, Early Childhood Specialist and/or related behavioural sciences at degree level with substantial experience.
	2. Resilience to work with and support clients who have been exposed to trauma.
	3. Demonstrated experience and in-depth knowledge of child development from birth and strategies for working with and assessing vulnerable infants and their families.
	4. Excellent verbal and written communication skills that communicate the needs of the infant to key stakeholders, such as, the Family, Stronger Families worker and Child Protection.
	5. Demonstrated experience in undertaking assessments of infants and their parent/caregivers. Including, information gathering, observation, analysis and planning.



## Key Selection Criteria (continued)

### b) Anglicare Victoria Capability Framework

Applicants are required to provide a written response to the Anglicare Victoria Capability Framework. Applicants are to describe how they demonstrate the characteristics in each of the two capability groups; **Personal Qualities and Relationship and Outcomes** (no more than 1 page in total).

The Anglicare Victoria Capability Framework describes the capabilities required to meet the expectations of clients, colleagues and communities in today's changing environment.

These capabilities work together to provide an understanding of the knowledge, skills and abilities required of all employees.

#### Personal Qualities



##### Displays Resilience

Thrives in a changing environment. Handles ambiguity.

Maintains a positive attitude and continues to deliver exceptional results in the face of challenging situations.

##### Has a learning mindset

Shows drive and motivation and a commitment to learning. Strives for continual improvement by looking for ways to challenge and develop.

Brings an innovative approach, fresh thinking and curiosity to develop practical solutions.

##### Shows cultural awareness

Respects difference in all its forms.

Values diversity as a strength and positively utilises diversity.

#### Relationships and Outcomes



##### Puts clients first

Acts to make a real difference in their work.

Is passionate about providing exceptional service to clients, customers and end-users.

##### Works collaboratively

Collaborates with others and values their contribution. Skilled at building strong and authentic relationships.

##### Demonstrates technical and professional acumen

Creates distinctive value for clients and Anglicare Victoria by applying a range of technical and professional capabilities to deliver quality outcomes.

#### Leading People



##### Manages, coaches and develops people

Engages, motivates employees and volunteers to develop their capability and potential.

##### Inspires direction and purpose

Creates a positive and engaged team environment.

Communicates goals, priorities and vision and recognise achievements.

##### Leads change

Leads, supports, promotes and champions change, and assist others to engage with change.

## 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

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_