

# OUT OF HOME CARE – CARE HUB FIRST SUPPORTS PRACTITIONER POSITION DESCRIPTION

## 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

<b>Position</b>	Care Hub First Supports Practitioner
<b>Program</b>	Out of Home Care and Care Hub– Home Base Care, Kinship Care
<b>Classification</b>	SCHADS Award Level 5 (Social 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>	Full Time
<b>Hours per week</b>	38 hours per week
<b>Duration</b>	Ongoing
<b>Fixed term end date</b>	Ongoing
<b>Location</b>	Bendigo
<b>Reporting Relationship</b>	This position reports directly to the Team Leader – Kinship – Out of Home Care
<b>Effective date</b>	December 2021

## Overview of program

At Anglicare Victoria our focus is on transforming the futures of children and young people, families and adults. Our work is based on three guiding pillars, Prevent, Protect, Empower. We offer a comprehensive network of services and seek to ensure the provision of high quality services that will bring about significant improvements in the life experience of the young people, children and families/caregivers with whom we work.

The HBC program is funded by the Department of Health and Human Services to provide Home Based Care for children and youth aged 0-18 in the Loddon Campaspe area. The service is funded to provide different levels of support from Level 1 to Level 5 being the most complex and high risk clients. The service also provides the Circle Program as part of the Home Based Care which works in partnership with Berry Street Take Two. The service is comprised of five teams and is part of the greater Out of Home Case Service.

This Kinship Care program is funded by the Department of Health and Human Services to provide monitoring and support to kinship care placements arranged for the most vulnerable children as a result of child protection involvement and to ensure the ongoing safety, stability and developmental needs are met. These services include timely assessments, identification of needs, referrals, access to family services and flexible brokerage through the First Supports program and case contracting services.

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.

This role will undertake Kinship Part B comprehensive assessments within the Kinship Care First Supports program. The role will also involve provision of Family Services and support. Additionally the role may involve Out of Home Care placement within children and young people placed within the Care Hub program. Strong collaboration and communication between Out of Home Care and Care Hub will be required within this role.

## Position Objectives

1.	To provide support and assessment of children and young people who are required to enter Home Based Care and/or Kinship Care with the Care Hub program.
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2.	Provide quality support and supervision to carers who provide the day to day care of children in Out of Home Care inclusive of Home Base Care and Kinship Care.
3.	To provide quality interventions and services that focus on outcomes to families experiencing vulnerability and the safety and wellbeing of children
4.	To work with families and the Care Hub to support reunification or meaningful contact with the child/ren or young people.
5.	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:


1.	Providing placement support to children/young people within the Out of Home Care, Home Based Care and Kinship Care programs, including their caregivers.
2.	Ensuring all children/young people in care have Looking After Children (LAC) records that are up to date and ongoing for the time they are in care.
3.	To undertake regular risk and needs assessments and utilising the Best Interest Framework and other contemporary frameworks and theories; across the Loddon region for children referred to the Care Hub. Focusing on the safety, stability and wellbeing of children and young people in their care environment.
4.	Ensuring that children's physical, emotional and social needs are met whilst residing in care, through collaborative planning processes, and engagement in regular/weekly Care Teams within the Care Hub.
5.	Encouraging and developing positive working relationships with the Care Hub, Child Protection and the Consortia partners involved in the Care Hub including Aboriginal Services and a range of Allied Health Professionals.

## 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).

	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.
	2. Resilience to work with and support clients who have been exposed to trauma, violence or neglect.
	3. Demonstrated skills in case management using client focused competency based/solutions focused approaches.
	4. Demonstrated knowledge of child and adolescent development, abuse and trauma theories and their link to service delivery.
	5. Well-developed communication skills both verbal and written.
	6. 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.
	7. Understanding the community's cultural diversity and ability to practice with cultural competency and safety.

## 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 three nominated capability groups; **Personal Qualities**, **Relationship and Outcomes**, and **Leading People** (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 recognizes 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: \_\_\_\_\_