

ADOPTION AND PERMANENT CARE SUPPORT WORKER PLACEMENT AND SUPPORT GIPPSLAND

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	Case Manager
Program	Adoption and Permanent Care
Classification	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)
Hours	Part Time
Hours per week	30.4
Duration	Ongoing
Location	Morwell, with travel required through Victoria
Reporting Relationship	This position reports directly to Team Leader Placement and Support
Effective date	June 2022

Overview of program

The Adoption and Permanent Care program places children and young people in alternate permanent family placement when they are unable to live within their birth family network. The program's key aspects of service delivery include the recruitment and support of adoptive and permanent care families, working with birth families, linking/matching children to placement, relinquishment counselling, preparation of children for placement, case management functions, court work and order legalization processes. The service also provides an Adoption Information Service.

Position Objectives

1.	To provide effective and targeted adoption and permanent placements and support for children referred to the program as well as their families.
2.	The primary goal of a permanent placement is ensuring the acknowledgement of the child's birth identity and maintaining birth family relationships whilst developing a sense of security and attachment for the child within placement.
3.	Ensure that the service is operated in accordance with DHHS service agreements, organisational policies, and accepted standards of practice.


Key responsibilities

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

1.	To be actively involved in matching children with caregiver families, taking into consideration the best interests of the child and capabilities of the caregiver family.
2.	To liaise between the service user family, caregiver family and the referring worker providing consultation, advice, support, supervision, direction and management regarding the child's placement to maintain a quality service.
3.	To be actively involved in functions pertaining to the training, and assessment of caregiver families, and provide assessment reports to the Carer Review and Accreditation Panel.
4.	Participate in recruitment, selection, training, assessment and periodic review of adoptive and permanent care families.
5.	To maintain accurate and up to date file notes, and provide other reports in relation to placements where necessary; for example, Court Reports, Post Placement Reports and Best Interest Plans.
6.	To provide a high level of supervision and support to carers

Key Selection Criteria

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. Tertiary qualification in Social Work or other relevant area with Demonstrated case work experience in Foster Care, Family Services or within the community services sector including assessment intervention strategies.</p>
	<p>2. Demonstrated understanding of the Department of Health and Human Services with a particular emphasis on the Child Protection function and the ability to develop strong working relationships within the protective services field.</p>
	<p>3. Demonstrated ability to devise, utilise and implement a range of casework and assessment intervention strategies.</p>
	<p>4. Demonstrated ability to communicate effectively with a range of people, including clients, caregivers and professional staff.</p>
	<p>5. Demonstrated ability to work under pressure, manage competing demands and respond/support a client and carer in a crisis situation.</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:

Signature:

Date:
