



POSITION DESCRIPTION

Position	KEYS Aboriginal Cultural Support Worker	Position Number	
Reports to	Program Manager Care Services	Direct Reports	Nil
Status	Fixed term	Time Fraction	Full Time
Award	SCHADS 5	Location	Dandenong, Anglicare and residential units

Please note: This is an Aboriginal and/or Torres Strait Islander designated position, classified under Section 12 Special Measures of the Equal Opportunity Act 2010. This employment opportunity is only available to Aboriginal and Torres Strait Islander people

OUR VISION

Aboriginal self-determination – Live, Experience and Be.

OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

POSITION SUMMARY

The role will work alongside the partner agencies in providing holistic support to Aboriginal residents of the two houses situated in Dandenong, and also to provide cultural support to staff at the Anglicare Dandenong office and in the KEYS program, when required, and agreed to by VACCA.

The role will engage with Aboriginal Children and young people who are referred into the KEYS program in Southern and building positive relationships with them, ensuring risk assessments and interventions are culturally appropriate. The KEYS Cultural Support Worker will lead support for Aboriginal children, young persons in the KEYS program, in the area of connection to culture and community and developing life skills

The KEYS Cultural Support Worker role sits within the VACCA Out of Home Care (OOHC) team based in Dandenong and will work with OOHC team members on a day-to-day basis, as well as at Anglicare, with visits to the residential units and other outreach as required by the role.

KEY RELATIONSHIPS

Internal: VACCA South Senior Program Manager Out of Home Care, Program Manager TCP, Out of Home Care southern team, VACCA southern program staff

External: Anglicare, other CSOs identified above in the consortium, other ACCOs and CSOs and government departments



KEY SELECTION CRITERIA

ESSENTIAL

- Demonstrated commitment and understanding for the values that underpin VACCA' vision and purpose
- Demonstrated awareness and appreciation of Aboriginal societies and cultures, and commitment to continually build knowledge of such, along with a high level of awareness of the key issues which impact upon Aboriginal communities
- Demonstrated sound understanding and experience in working with Aboriginal children and young people, and developing effective approaches to engage with them
- Experience in, and working knowledge of, the (Aboriginal) child, youth and family sector
- Experience in assessment, planning and review of young people and their family relationships
- Ability to collect data and participate in the evaluation of the model
- Strong collaborative, solution focused approach with high level organisational abilities and interpersonal and communication skills
- Well established community and cultural connections in the southern metropolitan area
- Capacity to work both as a member of a team and independently

REQUIREMENTS

- Certificate, Diploma or Degree qualification in Youth Case Management and/or Social Worker
- You must have and continue to hold a full Victorian Driver's Licence, a current employment Working With Children Check card and a clear National Police Check
- Current COVID-19 vaccination (including booster dose, as applicable)

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POSITION ACCOUNTABILITIES

KEY RESPONSIBILITIES

- High level accountability working with vulnerable Aboriginal children and young people with trauma and complex needs
- Providing consultation on all significant decisions and actions concerning Aboriginal children and young people in the southern KEYS residential units, ensuring a culturally informed, safe and effective response to the protection of Aboriginal children and young people from harm.
- Assisting Aboriginal children, young people and families to better understand the reasons for child protection's involvement and the investigation processes.
- Providing information and advice on the child's family and community, suitable local support services and community networks for the purpose of referral.



- Identifying and involving the child's extended family and community members in decision making and case planning
- Ensure Aboriginal culture is embedded in the Cultural support Plan to ensure cultural safety in line with VACCA's Cultural Therapeutic Ways
- Ability to analyse highly confidential information and evidence related to allegations and incident investigations with a rights base approach, in a timely and non-prejudicial manner
- Participate in the development and review of systems, resources and tools that will strengthen VACCA's capacity to deliver quality, culturally responsive programs/services to Aboriginal children, youth and their families
- Provide key support to Aboriginal children and young people in residential care, to enable the identification of needs, gaps in needs and connections to relevant and appropriate supports
- Participate in providing opportunities for Aboriginal children and young people in the KEYS program to contribute their feedback on the services they receive and advocate on their behalf

ADMINISTRATION

- To participate regularly in supervision.
- Accurate record keeping, including case notes, completed forms and reports as required according to program guidelines and agency registration obligations.
- Case management and maintenance of client files in line with legislative and policy requirements.
- Maintain accurate statistical data using organisation's current data systems as required by VACCA and DFFH.
- Attend regular team meetings and other forums as required.

RELATIONSHIP MANAGEMENT

- Collaborate within a multidisciplinary care team, sharing individual skills and knowledge.
- Work co-operatively with other Government and non-Government agencies and with all relevant Aboriginal and non-Aboriginal stakeholders in maintaining an effective and responsive service delivery system for clients who are transitioning from state care to independence

HEALTH, SAFETY & WELLBEING

- Ensure compliance with the OH&S Act and VACCA policies.
- Contribute positively and proactively to team and organisation wide OH&S activities.

QUALITY & CONTINUOUS IMPROVEMENT

- Ensure compliance with legislation, contract and policy requirements in your day to day work to meet the organisation's audit, contract and registration obligations.
- Proactively apply your specialist knowledge in the review and maintenance of policies, systems and processes.
- Continue the development of a culturally strong and positive working environment using a continuous improvement approach.



VACCA
Connected by culture

OTHER

- Participate proactively in KEYS and OOHC team project initiatives
- Support other team members in periods of high demand and during periods of absence.
- Participate in project groups and attend events
- Undertake other duties as required

ADDITIONAL INFORMATION

We are committed to Aboriginal self-determination and supporting strong, safe, thriving Aboriginal communities and aim to ensure every individual is treated with dignity, honouring all cultural backgrounds, abilities, ethnicities, sexual orientations, gender identities and spiritual beliefs.

VACCA is a child-safe organisation and is committed to ensuring the safety and wellbeing of children and young people with zero tolerance for child abuse. All successful applicants will be required to undertake a National Police Record Check and Working with Children Check prior to commencement of employment and periodically following commencement.

VACCA is an equal opportunity employer and has a smoke-free workplace policy.

This position is designated under the Multiagency Risk Assessment and Management framework (MARAM) Identification (Tier 2) level which requires mandated MARAM Family Violence Screening & Identification training and VACCA MARAM Identification responsibilities.