

Child FIRST Worker POSITION DESCRIPTION

CHILD FIRST

ST LUKE'S 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

Position	Child FIRST Worker
Program	Child FIRST
Classification	SCHADS Award Level 4 (Social Worker Class 1) (Classification will be dependent on qualification and years of experience within the relevant field consistent with the SCHADS Award)
Hours	Full Time
Hours per week	38 hours per week
Duration	Fixed Term
Fixed term end date	30 June 2019
Location	St Luke's Region, primarily based in Bendigo
Reporting Relationship	This position reports directly to Team Leader Child FIRST
Effective date	November 2018

Overview of program

The Child FIRST (Family Information, Referral and Support Team) program is a community based intake and referral point into support services for children and families, including the Family Services programs. The Child FIRST program responds to many referral sources who have concerns about the safety and wellbeing of children and young people. Child FIRST actively engages and conducts initial risk and needs assessments to determine what the family needs, and refers them to the most suited support service, including Family Services. Child FIRST work with many families who have long histories of involvement with child protection, and require flexible and innovative interventions to address their complex needs.

The service targets families with children from newborn to 18 years, living in the Local Government Areas of Greater Bendigo, Loddon, Campaspe, Central Goldfields, Macedon Ranges and Mount Alexander.

Staff in the Child FIRST service will be required to work collaboratively with agencies which have joined together with the Department of Human Services to form the North Central Child and Family Services Alliance. This Alliance will monitor and support the operation of Child FIRST.

Position Objectives

1.	Receive referrals into the Child FIRST program and actively engage families.
2.	Undertake needs and risk assessments on children, young people and families using the Best Interests Case Practice Model.
3.	Work flexibly and collaboratively with Child Protection and other agencies to conduct thorough assessments and determining an appropriate service response.
4.	Provide information and advice to referrers and families.

Key responsibilities

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


1.	Undertake regular risk and needs assessments of children and young people using the Best Interests Framework.
2.	Provide intake, initial assessment and provision of a range of interventions to families referred to the program.
3.	Work collaboratively with Aboriginal Services for all Aboriginal and Torres Strait Islander families regarding cultural connection and identity.
4.	Work closely with local family services agencies, Community Based Child Protection Workers and other service providers to provide creative, flexible intake service responses for children and families with complex issues and who may be difficult to engage.
5.	Comply with relevant agency, program and legislative requirements, including case recording and data entry requirements.
6.	Make an active commitment to the development and maintenance of a cohesive multi-disciplinary team and participate in staff meetings, team meetings and program development.
7.	Other duties as required by the Team Leader and 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 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.
	3. 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.
	4. Sound understanding of the Child Protection and welfare system, and experience in collaboration with a range of professionals in a care team approach.
	5. Excellent written and verbal communication, time management and organisational skills.

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:
