



POSITION DESCRIPTION

Position	Hub Practitioner – Orange Door	Position Number	TBC
Reports to	Team Leader - Aboriginal Response Team	Direct Reports	N/A
Status	Fixed Term	Time Fraction	Full Time
Award	SCHADS Level 5	Location	Broadmeadows

OUR VISION

Aboriginal self-determination – Live, Experience and Be.

OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

POSITION SUMMARY

This role is responsible for referral intake, completing assessments and responding to immediate needs for Aboriginal clients seeking support through the Orange Door Hub. The Hub consists of a team of multidisciplinary practitioners to deliver high quality, safe and effective responses to Aboriginal women, children, men and families seeking support and safety through the Hub. This role will provide short term support and refer clients to agencies for further supports where this is identified as a need.

KEY RELATIONSHIPS

- Internal:* Northern family services and family violence teams, other Northern VACCA teams including VACCA staff and services within the Hub, Continuous Quality Improvement; Client Practice Management Team;
- External:* Partnering agencies within the Hub (including DFFH, FSV, Berry Street, Kids First, DPV health, VACSAL), health professionals, schools, other Aboriginal Community Controlled Organisations (ACCOs), other Community Service organisations

KEY SELECTION CRITERIA

ESSENTIAL

- Demonstrated commitment and understanding for the values that underpin VACCA' vision and purpose



- Demonstrated knowledge of the Family Violence and Child Protection sectors and experience in working and engaging with Aboriginal families and children
- Demonstrated knowledge and experience with intake procedures and comprehensive assessments to determine needs for clients and be able to formulate interventions to respond to their needs.
- Proven skills in case management, including ability to identify goals and create a care plan, as well as experience to respond to crisis situations effectively.
- Proficient in the preparation of accurate documents and reports in a timely manner
- Strong ability to have clear, culturally appropriate, and respectful communication skills with individuals, families, and professionals
- Demonstrated experience in Child Wellbeing assessments and Family violence risk assessments with a knowledge of, or willingness to learn, the Best Interest Case Practice Model and the Family Violence Multi-Agency Risk Assessment Management (MARAM) Framework and the ability to put a cultural lens over these frameworks.

QUALIFICATIONS

- A degree in social work (or equivalent) or willingness to work toward the qualification in line with the mandatory minimum qualifications policy or significant lived experience relevant to the work
- Minimum two years' experience in Family Violence sector
- Where a degree is commenced but not completed, salary will be fixed at Award Level 4 until successful completion

REQUIREMENTS

- You must have and continue to hold a full Victorian Driver's Licence and a current employment working with children check card and clear police check.

POSITION ACCOUNTABILITIES

KEY RESPONSIBILITIES

- Completing short term case management, including crisis response to Aboriginal clients seeking support in the NEMA Orange Door Hub.
- Completing intake processes, MARAM and assessing needs as well as formulating care plans for supports needed.
- Engaging respectfully and appropriately with Aboriginal clients.
- Completing all reporting requirements, such as case notes, assessments, closure reports, incident reports and all other reporting and data entry requirements
- Building the cultural safety of the Hub and supporting choice and self-determination of Aboriginal people
- Supporting the Hub Team through consultation, education and outreach ensuring their work with Aboriginal families is culturally responsive.



- Liaising with and providing specialist or secondary consultation to organisations and services within the Hub network in order to discuss direct service requirements for Aboriginal people accessing services through the Hub.
- Ensuring that all client files on CRM are up to date, including the allocation of client brokerage
- Assisting with triage processes as required

RELATIONSHIP MANAGEMENT

- Proactively participating in scheduled supervision and reflective discussion with team leader.
- Work in a collaborative manner within the multi-disciplinary and multi-agency hub and proactively engage in learnings to continuously improve practice.

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.

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) Comprehensive (Tier 1) level which requires mandated MARAM Family Violence Comprehensive Risk Assessment training and responsibilities.