

ALLIANCE FACILITATOR

FAMILY SERVICES

BAYSIDE PENINSULA CHILD AND FAMILY ALLIANCE

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	Alliance Facilitator
Program	Bayside Peninsula Child & Family Alliance
Classification	SCHADS Award Level 7
Hours	Full Time
Hours per week	38
Duration	Ongoing
Fixed term end date	n/a
Location	Bayside Peninsula Area, Southern Region
Reporting Relationship	This position reports to the Manager Family Services, Southern Region
Effective date	September 2021

Overview of program

The Bayside Peninsula Area Child and Family Alliance aims to address the needs of families with multiple and complex difficulties that impact on parenting and family life. Many of the families the programs works with, have long histories of involvement with child protection and community agencies and require flexible and innovative interventions to address their needs, and promote the best social, emotional, educational and health outcomes for their children.

The Alliance operates through a partnership of 13 funded child and family services providers delivering services in the Bayside Peninsula area;

- Anglicare Victoria
- Bayside Community Information and Support Service (BayCISS)
- Children of Australia (OzChild)
- City of Kingston
- City of Port Phillip
- Connect Health and Community
- Family Life Ltd
- Good Shepherd Australia New Zealand
- Jewish Care
- Key Assets
- MacKillop Family Services
- Uniting Vic/Tas
- Victorian Aboriginal Child Care Agency (VACCA)

Working in partnership with the Department of Families, Fairness and Housing (Child Protection and Agency Performance and Systems Support) and Family Safety Victoria (The Bayside Peninsula Orange Door).

Child and Family Alliances have three key purposes; area based strategic planning (known as Alliance Planning), operational management and service coordination.

As an employee of Anglicare Victoria the Partnership Manager will have responsibility for ensuring the role is congruent with the vision and mission of the agency; the objectives of the Alliance and is delivered within the policy framework determined by the funding body.

Position Objectives


1.	Ensure relationships with Partnership member agencies are collaborative and facilitative.
2.	To ensure appropriate processes are in place to enable continuous improvement of services and to promote best practice and ongoing quality improvement of the Alliance.
3.	With support from the Family Services Program Manager and the Regional Director, lead Alliance planning processes and foster intra and inter sector relationships.
4.	Provide administrative support to the Alliance by supporting projects and activities as outlined in the Alliance plan, as well as to support the Alliance to implement key initiatives and reform activities.
5.	Liaise with, and support the communication flow between, senior managers/operational managers and team leaders in Partnership agencies.

Key responsibilities

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

1.	Delivering on the key Governance, Operations and Practice activities of the Alliance.
2.	Collaboratively lead the Bayside Peninsula Partnership (Governance, Management and Operations) in project activities.
3.	Working closely with the Department of Families, Fairness and Housing, Family Safety Victoria and Partnership agencies to affect cultural change and identifying key areas that require consideration as part of the current reform agenda.
4.	Act as a conduit between the various services, sectors, individuals and organisations involved in the projects and as a spokesperson and advocate on behalf of the Partnership as required.
5.	Establish and maintain effective communication processes within and on behalf of the Partnership, including the development and review of service agreements and MOU's.
6.	Support Alliance improvements and participate in service redevelopment and redesign.
7.	Support the change management requirements of the Alliance; particularly in the context of the reform agenda.

Key Selection Criteria

 <p>Role Specific</p>	<p>1. A relevant tertiary qualification in Social Work, Psychology, Early Childhood Specialist and/or related behavioural sciences at degree level with substantial experience; or associate diploma level with substantial experience in the relevant service stream, or less formal qualifications with specialised skills sufficient to perform at this level.</p>
	<p>2. Understanding of the requirements of the development, implementation and evaluation in child and family welfare partnership models.</p>
	<p>3. Substantial project management experience with strong analytical skills and experience in the design, implementation and evaluation of service co-ordination improvement projects</p>
	<p>4. Ability and willingness to travel and work from any of the Alliance sites in Bayside Peninsula Area. A high level of communication, facilitation and presentation skills, with a demonstrated ability in conflict management.</p>
	<p>5. Comprehensive understanding of the Child and Family Services Sector, including Road Map for Reform, Family Services Redesign, Child Protection, the requirements of the Children, Youth and Families Act 2005 and the strategic framework and standards for Family Services 2006.</p>

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: _____