

TEAM LEADER POSITION DESCRIPTION COMPASS

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	Team Leader
Program	Compass
Classification	SCHADS Award Level 7 (Social Worker Class 4)
Hours	Full Time
Hours per week	38
Duration	10 months – to July 2022
Fixed term end date	Maternity leave contract
Location	Preston
Reporting Relationship	Operations Manager
Effective date	July 2021

Service Information

COMPASS is a leaving care initiative between Anglicare Victoria and Vincent Care and is Australia's largest Social Impact Bond. COMPASS will help young people successfully transition from Out of Home Care and set them on a positive path to independence.

The COMPASS Model

1. Step-up, step-down' housing – a flexible housing model that will allow young people to engage with different housing options depending on their individual circumstances. Young people will have the option to receive support to continue to live with their current foster or kinship carer, or be supported to transition into independent housing through supported rental arrangements or spot purchases.
2. Individualised tailored support – A key worker will work alongside the young person to support their aspirations and goals and will ensure they have the skills and supports required for independent living. The key worker will be able to access general and specialist supports in the community. A tenancy worker will also support the young person to find and secure long term accommodation.

COMPASS is an evidence based program that will be formally and independently evaluated to determine if the model has been able to improve the experience of care leavers and set them on a positive path to adulthood. The evaluation will measure young people's progress for a total of 4 years, 2 years while they are engaged with COMPASS and 2 years post COMPASS support.

COMPASS will be measured on three outcomes and investors will get a return on the success of these outcomes

1. Achievement of stable housing – a decrease in homelessness as measured by access to short-term or emergency accommodation from Specialist Homelessness Services.
2. Improved health – physical and mental health improvements as measured by emergency department presentations
3. Decrease in offending behaviour – as measured by the number of convictions recorded.

Position Objectives

- Contribute to the provision and management of day to day program service delivery with a strengths based and trauma informed approach
- Lead a positive team culture and professionally contribute to the partnership between Anglicare, Vincent Care and the Government.
- Develop and oversee a team environment that supports and supervises staff to ensure the best possible outcomes for young people participating in the Compass program.
- Active and collaborative care team approach to delivering outreach and case management with a focus on a common agenda that results in long lasting change.
- Form part of the organizational management structure and will contribute to ensure adherence to relevant compliance standards, policies and procedures.
- Assist and support other team leaders in Compass program to ensure consistent practice approaches across all regions for Compass.

Key Responsibilities

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

1.	Allocate young people and oversee the case direction to ensure young person have the best opportunity to succeed. Pay particular attention to the three measured domains; to achieve stable housing, have improved health and a reduction in offending behaviour.
2.	Develop tools and process that will motivate, support and engage young people with their transition to adulthood.
3.	Develop linkages with other community service providers, including managing the working relationship with Vincent Care.
4.	Respond to young people and professional inquiries in a timely and professional manner as well as liaising with staff from government and non-government agencies on a range of issues relating to young people's participation in the program.
5.	Manage a case load if required.
6.	Provide supervision and support to key workers and Live in Mentors in a manner that maintains and reinforces professional standards and relationships.
7.	Ensure staff compliance and adherence with data recording tools.
8.	Maintain accountability and monitoring of budget and implement corrective action as required.




Key Selection Criteria (continued)

a) 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 nominated 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.

<p>Personal Qualities </p> <p>Displays Resilience</p> <p>Thrives in a changing environment. Handles ambiguity.</p> <p>Maintains a positive attitude and continues to deliver exceptional results in the face of challenging situations.</p> <p>Has a learning mindset</p> <p>Shows drive and motivation and a commitment to learning. Strives for continual improvement by looking for ways to challenge and develop.</p> <p>Brings an innovative approach, fresh thinking and curiosity to develop practical solutions.</p> <p>Shows cultural awareness</p> <p>Respects difference in all its forms.</p> <p>Values diversity as a strength and positively utilises diversity.</p>	<p>Relationships and Outcomes </p> <p>Puts clients first</p> <p>Acts to make a real difference in their work.</p> <p>Is passionate about providing exceptional service to clients, customers and end-users.</p> <p>Works collaboratively</p> <p>Collaborates with others and values their contribution. Skilled at building strong and authentic relationships.</p> <p>Demonstrates technical and professional acumen</p> <p>Creates distinctive value for clients and Anglicare Victoria by applying a range of technical and professional capabilities to deliver quality outcomes.</p>	<p>Leading People </p> <p>Manages, coaches and develops people</p> <p>Engages, motivates employees and volunteers to develop their capability and potential.</p> <p>Inspires direction and purpose</p> <p>Creates a positive and engaged team environment.</p> <p>Communicates goals, priorities and vision and recognise achievements.</p> <p>Leads change</p> <p>Leads, supports, promotes and champions change, and assist others to engage with change.</p>
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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.
- A current Victorian Driver's licence is essential.

Acceptance of Position Description requirements

To be signed upon appointment

Employee

Name:

Signature:

Date:
