

**WYDAC**

Warlpiri Youth Development Aboriginal Corporation

Yuendumu LPO, NT 0872
ph. 08 89564188
fax: 08 89564081
email: admin@wydac.org.au
www.wydac.org.au

POSITION DESCRIPTION

| | | | |
|------------------------|--|--------------------|------------------------------------|
| POSITION TITLE: | Warra-Warra Kanyi (WWK) Case Counsellor | DATE: | May 2019 |
| LEVEL: | Social, Community, Home Care and Disability Services Industry Award 2010 – Level 4 | SALARY: | Award rate with relevant penalties |
| REPORTS TO: | CEO | DEPT: | WWK |
| APPROVED BY: | CEO and Board Executive | SUPERVISES: | WWK Staff |

CEO Signature: _____

PART A: ABOUT WYDAC

BACKGROUND

Warlpiri Youth Development Aboriginal Corporation (WYDAC) was started by Yuendumu Community in 1993 to address chronic petrol sniffing in community. WYDAC achieved unprecedented success in this initial struggle, which led to considerable growth in the organisation, which now provides a comprehensive range of social services throughout Warlpiri country - a vast and somewhat remote area of almost one million hectares.

WYDAC is an Aboriginal Corporation created by and for Warlpiri people, consisting of more than 130 Board members, with representatives from across the four Warlpiri communities. WYDAC's head office is located in Yuendumu Community and has permanent staffing and operations at five remote Warlpiri sites;

- a. Yuendumu Community
- b. Willowra Community
- c. Nyirrpi Community
- d. Lajamanu Community
- e. Mt Theo Outstation

The notable, and sustainable, success of WYDAC programs has been firmly based on the support and strength of local Warlpiri people, as well as the ongoing commitment of a dedicated WYDAC staff. All WYDAC programs aim to promote positive and meaningful pathways for Warlpiri youth and families. This is done through an extensive range of complementary, community-based programs, which are summarised briefly below;

YOUTH and FAMILY SERVICES

- 1.1 Youth Diversion
- 1.2 Jaru Pirrjirdi Leadership Development

- 1.3 Mt Theo Outstation - Rehabilitation Centre
- 1.4 Yuendumu Learning Centre
- 1.5 Yuendumu Swimming Pool
- 1.6 Warra Warra Kanyi Counselling (WWK)
- 1.7 Intensive Family Support (IFSS)
- 1.8 Lajamanu Early Learning Centre
- 1.9 NDIS disability support

CORPORATE SERVICES

- 1.1 Mt Theo Mechanical Training Workshop
- 1.2 Mt Theo Infrastructure Training Team
- 1.3 Office Administration
- 1.4 Work Health and Safety
- 1.5 Payroll and Accounts
- 1.6 Human Resource Management (HR)
- 1.7 Quality Management
- 1.8 Financial and Risk Management
- 1.9 Contracts Management

OUR MISSION

We seek to be an effective Warlpiri-led organisation that provides education, early intervention, crises support and care services to improve the social, cultural, spiritual and emotional wellbeing within the four Warlpiri communities of Lajamanu, Nyirripi, Willowra and Yuendumu;

- Healthy, resilient and socially engaged children and young people
- Strong nurturing families
- Safe, vibrant communities
- Strong advocacy for Warlpiri people

OUR VALUES

We believe that health does not just mean the physical wellbeing of the individual but refers to the social, emotional, cultural and spiritual wellbeing of the community. We strive to support children, families and young people, from across Warlpiri country, to achieve their full potential and to help them build strong futures. We value honesty and integrity in all we do.

GUIDING PRINCIPLES

| | |
|---|---|
| Warlpiri patu kurlangu | Warlpiri Leadership and Ownership |
| Kurdu-kurdu jungarni yaninjaku | Positive and meaningful pathways for young people and families |
| Mardarni-njaku kurdu-kurdu jintangka | Support for Warlpiri youth and families to deal with hard times |
| Nguru-ngka taarnga-juku warrki-jarrinjaku manu nyiya-kanti-kanti mampu-ngku | Sustainable resources and |

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| | |
|--|--|
| mardarni-njaku | infrastructure on country |
| Jinta-ngka karlipa warrki-jarrimi manu kalipa nyanu purda-nyanyi | Unique and responsible working relationships |
| Yapa manu kardiya jinta-marri-marri-warrki jarrimi | Yapa and kardiya working together |

PROGRAM OBJECTIVES

- The primary purpose of WYDAC is to develop strong Warlpiri children, youth and families
- Provide youth diversion and early-intervention activities
- Provide youth leadership and development opportunities
- Provide education, counselling and care for young people and families
- Provide rehabilitation for at-risk youth who may be suffering from a range of issues including suicidal ideation, mental health challenges and substance misuse
- Provide young people with positive alternatives to juvenile detention
- Provide education, training and jobs so people can stay in the community
- Provide intensive support for young families and their children who may be going through hard times or where there is neglect
- Provide positive life pathways into jobs and leadership through training and development activities
- Share knowledge and skills with other Aboriginal corporations
- Operate and maintain a Gift Fund to be known as "The Warlpiri Youth Development Aboriginal Corporation Gift Fund" in accordance with the requirements of the Australian Taxation Office".

PROGRAM LOGIC

In the Warlpiri language, WARRA-WARRA KANYI translates to mean 'caring for people'. It describes the kind of care that is appropriate for young Warlpiri adults; that is, watching over them quietly, 'worrying' for them, supporting them, and being there to help them when they encounter difficulty. It describes the kind of respectful, supportive care young people give each other through the mentoring process, as well as the approach taken by community elders, family members and staff members within this project.

Warra Warra Kanyi has been developed and embedded into WYDAC services and in Yuendumu over the past 15 years. The model that is utilized is one which recognizes the importance of both Yapa and Kardiya expertise in order to care for young people and their families in the most effective, professional and ethical fashion.

Warra Warra Kanyi is a counseling and case management service, that operates within a trauma informed, community development framework. There is also critically, a crisis response element to this service.

The WWK staff, and most especially the WWK mentors, are continually liaising with and participating in the community. This greater connectivity in communication allows for more appropriate and immediate counselling, mentoring and crisis responses which in turn ensures progressively; greater levels of prediction, prevention, containment or care.

There are a number of critical elements that are known by staff and mentors of the WWK team that enable its interventions and casework to produce more effective and sustainable client results. There is, of course, a high degree of interaction and dependence between all of these elements:

1. Community Development Context
2. Community Ownership And Partnership
3. Peer Mentors
4. Relationships
5. Warlpiri Expressionism
6. Exit and Movement
7. Local Context and Calendar

These elements will be detailed more through the induction process and will become clear through experience working in the Warlpiri context.

The WWK Yuendumu counselor/case manager is responsible for the day to day operations of this service working closely with the WWK Team Leader to ensure that practice remains within this framework.

PART B: POSITION SPECIFICATIONS

PRIMARY PURPOSE OF THE POSITION

The purpose of the WWK Yuendumu counselor/case manager is to manage the day to day operations of this service working closely with the WWK Team Leader to ensure that practice remains within the WWK framework.

REPORTING RELATIONSHIPS

The WWK Lajamanu Counsellor will be responsible to the WWK Coordinator and WYDAC Committee.

Other key relationships that the WWK – Lajamanu counselor/case manager needs to actively foster and develop in order to be functioning effectively are:

- WWK Mentors
- Cultural advisors
- Lajamanu Jaru Pirrjirdi team
- IFSS Lajamanu team
- Outstation Coordinator
- WWK, Yuendumu, Willowra and Nyirripi Counsellor/case manager

DUTIES AND RESPONSIBILITIES

PRIMARY DUTIES

The following areas are critical to the role and constitute the primary duties required to be successful in fulfilling the duties associated with this position.

1. Counseling and case management

- 1.1. Ensure that case management/counseling/social work practice is culturally appropriate to the Warlpiri context and in line with the strategic direction of the Board and WYDAC values
- 1.2. Ensure that first contact with new referrals is completed within 24 hours of receiving referral.
- 1.3. Ensure that exit from the service is assessed and documented appropriately
- 1.4. Ensure that case management plans are developed and reviewed in close collaboration with WWK coordinator
- 1.5. Ensure that risk assessments are completed in a timely and effective manner
- 1.6. Provide court support to young people attending bush court in Lajamanu – these young people may not be direct clients of WWK, however will require support and advocacy on court sitting days.
- 1.7. Manage the youth diversion clients in collaboration with other WYDAC departments and Coordinator.
- 1.8. Ensure that crisis or critical events are responded to appropriately and in line with any relevant legislation and internal WYDAC policy
- 1.9. Ensure that high levels of communication are maintained within the Client services team and with the Youth Development team and/or Management as required.
- 1.10. Support the referral and assessment of young people into Mt Theo rehabilitation service.

2. Education and resource development

- 2.1. Where possible, ensure that collaborative educational delivery around pertinent issues as determined by client presentation/presenting issues is undertaken. This delivery can be through other WYDAC programs including Jaru Pirrjirdi (youth program), Jintangku Mardininjaku (Community development) and/or Pina pina jarrinjku (learning centre).
- 2.2. Identification and assistance to develop relevant resources

3. Mentors

- 3.1. Ensure that mentors are being well supported, developed and engaged with the program.
- 3.2. Ensure that information from Mentors is documented in file notes. Depending on the mentor, this could mean getting verbal reports from mentor and transferring into data base.
- 3.3. Liaise with youth development team and WWK coordinator to be identifying up and coming mentors
- 3.4. Closely collaborate with WWK coordinator to support individual mentors and their learning needs
- 3.5. Build strong relationships with all camps in Yuendumu so as to promote mentor participation across the community.

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4. Admin/QC

- 4.1. Ensure that the client database is kept up to date, case notes to be entered within 48 hours of client contact.
- 4.2. Provision of internal reports as required to WWK coordinator and/or management
- 4.3. Ensure that QC tasks are managed and completed in allocated timeframe and facilitate ongoing adherence to quality management principles across WYDAC
- 4.4. Ensure that all infrastructure provided to do the role is well tended to (lap top, phone etc)
- 4.5. Oversee, manage and care all WWK assets and infrastructure
- 4.6. Attend monthly team meetings
- 4.7. Attend fortnightly operations meetings with WWK coordinator
- 4.8. Engage with external supervision for clinical practice
- 4.9. Attend external meetings as directed by Management and WWK Coordinator
- 4.10. Ensure that any public representation of WYDAC is done so in a professional manner, in line with WYDAC values and policies.
- 4.11. Ensure that social work/counseling/case management practice is operating within National and NT legislation, particularly as it relates to mandatory reporting requirements

5. External relationships

- 5.1. Develop and maintain a professional and effective working relationship with the following (not exclusive) external bodies:
 - Lajamanu Police
 - Territory Families
 - Lajamanu safe house team
 - Remote mental health team
 - Lajamanu clinic

PART C: PERSON SPECIFICATIONS

QUALIFICATIONS AND KNOWLEDGE

ESSENTIAL CRITERIA

- Demonstrated understanding of, and experience in working with cross-cultural persons and community development, preferably in a remote context.
- Tertiary qualifications in Psychology, Counselling, Social Work or any other relevant discipline.
- Experience working with young people who have high and complex needs.
- Experience responding to client crises
- Demonstrated experience in case management and maintenance of client notes.
- Excellent communication and negotiation skills.
- Demonstrated capacity for resourcefulness, self-motivation and independent decision making
- Computer competency
- Ability to manage external relationship effectively.

DESIRABLE CRITERIA

- Ability to facilitate and take direction from an Indigenous Management committee
- A knowledge and understanding of Indigenous culture as well as a range of contemporary issues affecting remote Indigenous people
- An ability to communicate effectively and sensitively with Indigenous people.

STANDARDS OF PRACTICE

- Maintain high professional standards of practice.
- Participate in ongoing training and professional development of self and others.

1. ADDITIONAL FACTORS

- Possession of a current 'C' Class Open Driver's License.
- Applicants will be required to obtain a criminal history check and Working with Children clearance – Ochre Card (on acceptance of position, and conditional to contract offer).

Endorsement

The preceding information is an accurate statement of the requirements and employment of this position, at this time.

Signature (CEO) _____ Date ____/____/____

I have read and understand the duties and requirements of the position as described in this position description and agree to be employed under such conditions and the relevant Award.

Employee's Signature _____ Date ____/____/____