

## Job Description

<b>Job Title:</b>	<b>Family Support Practitioner, Staying Attached and Acorn Parent Infant Attachment Support Groups</b>
<b>Ref No:</b>	OP120
<b>Division:</b>	Community Programs
<b>Department:</b>	Community Engagement
<b>Program:</b>	Staying Attached and Acorn Parent Infant Attachment Support Groups
<b>Reports to:</b>	Coordinator, Supporting Families
<b>Classification:</b>	Anglicare SA Agreement Stream: Social & Community Work Level 4
<b>Date:</b>	August 2018

### Job Purpose

To provide an early intervention service to families with children where post-natal depression and / or a severe and / or complex mental health disorder impacts on family functioning.

## Key Result Areas

### Working with Families

- In collaboration with the Coordinator, participate in intake and assessment
- Assess family functioning and develop clear goals and case plans
- Promote the safe and appropriate development of children utilising child focused practice.
- Maintain appropriate records and monitor and report on goal achievements
- Undertake case management as appropriate, participate in case conferences and facilitate advocacy on behalf of client families when appropriate.
- Provide parents/caregivers understanding of how children form attachments and on children's developmental stages
- Encourage and support families to engage with government agencies, health and welfare services and other professionals.
- Undertake reviews and maintain records in line with Supporting Families Best Practice Guidelines and Procedures.
- Provide coaching in developing appropriate parenting and child well-being strategies and facilitate the learning of non-punitive parenting.
- Coach and mentor clients, focussing on nutrition, financial management and household management
- In consultation with the Coordinator, provide outreach services as required
- Strengthen inter-agency collaboration to provide more holistic responses to families with multiple and complex needs

### Group work

- Work collaboratively to develop clear goals, learning outcomes and to identify service gaps.
- Assist within the Acorn groups, supporting parents to strengthen their relationship with their child.
- Administer evaluation reporting and attendance records as required.
- Develop and implement programmes and appropriate evaluation tools to ensure key performance indicators are achieved
- Support mothers and their children with the transition (both the emotional and physical separation) between the Dance-Play and Journaling activities
- Work in collaboration with other community organisations to seek new and creative opportunities for group work

**Professional Standards**

- Actively participate in supervision, team meetings, sector fora and working parties and attend relevant training and development opportunities as available.
- Apply evaluation principles and practice utilising Results Based Accountability and Program Logic models.
- Ensure that Quality Management Systems and Accreditation Standards are maintained with regard to records, evaluation, planning and reporting.
- Represent and promote the Supporting Families services at community and sector workshops, forums, network meetings and working parties
- Actively participate in planning and evaluation processes and contribute to procedure and policy development.

**Work Health and Safety (WH&S)**

- Ensure own actions or lack of action does not place own safety or that of others at risk. Use prescribed personal protective equipment.
- Assist in the evaluation of hazards and immediately report any incidents or near misses.

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**Direct Reports: Nil**

**Working Relationships:** Manager Supporting Families, Coordinator Supporting Families, Family Support Practitioners, Supporting Families team members, Community Engagement teams and staff, AnglicareSA programs and staff, external providers – non government organisations, local and state government departments, community groups and members.

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**Specific Job Requirements**

- You are required to travel to other Anglicare-SA sites on a regular basis.
- You require a current driver's licence and a certified roadworthy vehicle that is registered and has, as a minimum, third party property insurance. In return, you will receive a mileage reimbursement.
- You have a mandatory requirement to report any suspicion of abuse or neglect of children or young people to Families SA as required by the South Australian Child Protection Legislation.

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**Standard Job Requirements (all staff)**

- Embrace and integrate Anglicare-SA's Vision, Mission and Values into your work in the role.
- Support Anglicare-SA's commitment to reconciliation between Aboriginal and Torres Strait Islander people and other Australians as outlined in its Reconciliation Action Plan. This includes, but is not limited to, the engagement and participation of Aboriginal people, and the provision of culturally competent, respectful services and system responses.
- Conform to Anglicare-SA's conditions of employment, Code of Conduct, Standards of Practice & Behaviour, Confidentiality, No Harassment policies, other Human Resources, Work Health & Safety (particularly Anglicare-SA's "no lift" and manual handling) and organisational policies and procedures.
- Adhere to legislative requirements applicable to the role, including but not limited to the Work Health and Safety Act and the EEO Act.
- Perform all allocated duties within classification and work at other Anglicare-SA sites if required.
- Undergo a satisfactory criminal history assessment, be physically and mentally capable and report to work in a fit state to perform all duties.
- Provide evidence of Australian residency or current working visa.
- Actively participate in performance reviews, performance development, training (including Work Health and Safety and fire safety) and supervision opportunities.



☒ **CrimTrac National Police History Check**☒ **DCSI Child-Related Employment Screening**

## **Person Specification**

### **Qualifications/Experience**

- Certificate IV in Mental Health (non-clinical or equivalent) (Essential)
- Certificate IV in Community Services, or related field (desirable) or extensive relevant experience
- Certificate IV in Training and Assessment (desirable)

### **Demonstrable Requirements / Selection Criteria**

- Demonstrable understanding of child development and attachment theories
- Proven ability to work from a strengths based approach considering the needs and strengths of individuals within the context of their family, social networks and community
- Proven communication skills to engage and establish rapport with families from diverse social, economic and cultural backgrounds.
- Demonstrable understanding of family dynamics with proven capacity to work with people who are in crisis
- Demonstrable ability to apply knowledge of the narrative approach, solution focussed practice, behaviour modification principles and system theory.
- A sound understanding of assertive outreach and motivational interviewing
- Proven ability to develop, promote and facilitate group work
- Demonstrable ability to provide basic counselling.
- Demonstrable ability to implement Child Focussed Practice and principles
- Knowledge and understanding of case management principles and their application
- Demonstrated use of reflective practices tools
- Proven ability to provide concise and clear written and verbal reports
- Ability to write strengths based case notes, letters and evidence based reports.
- Demonstrated ability to manage time to plan, prioritise and coordinate all tasks and meet internal KPI's.
- Demonstrated ability to work flexibly, be resourceful and develop creative and innovative work practices.
- Demonstrated ability to develop respectful and positive working relationships with families, colleagues, stakeholders and service providers.
- Good communication and interpersonal skills
- Demonstrable ability to work autonomously
- Work within a team environment in accordance with AnglicareSA values.
- WH&S knowledge and skills suitable for the position.

## Competencies

The competencies below reflect requirements for this position. They may be used as part of the selection process when recruiting for the position and for performance reviews.

### General Competencies - All Positions

Job Type	Practitioner
Living the AnglicareSA Values	Demonstrate the values within their work area. Support team members in displaying the values.
Cultural Respect of Aboriginal Peoples	Support team members to effectively respond to the needs and aspirations of Aboriginal people and communities.
Valuing Diversity <i>(race, ethnicity, gender, sexual orientation, socio-economic status, age, physical abilities, religious beliefs, political affiliation etc.)</i>	Support team members to accept, respect and appreciate individual differences.
Work Health, Safety and Environmental Awareness	Follow WHS&E policies and procedures. Support team members with WHS&E matters.
Teamwork and Cooperation	Contributes to team effectiveness and encourages cooperation.
Communication	Actively engaging in communication activities whilst undertaking their duties.

### Leadership Competencies

Job Type	Practitioner
Strategic Management	Understands current priorities.
Developing People	Supports development of team members.
Financial Management / Business Acumen	Aware of the need to create value and work within a budget.
Business Development / External Relationships	Understands funding arrangements.
Quality and Risk Management	Bring quality / risk concerns to the attention of manager.

**ANGLICARESA VISION**

Justice, respect and fullness of life for all.

**ANGLICARESA PURPOSE**

Anglicare-SA, on behalf of the Anglican Church, expresses God's love for individuals, families and communities by:

- Making a positive difference to quality of life
- Responding to needs and issues in ways which enhance and protect dignity and integrity
- Promoting social justice

**ANGLICARESA VALUES**

- **Integrity**  
We act honestly and ethically and ensure accountability to those we service and work with.
- **Compassion**  
We respond with sensitivity and empathy to the needs, ability and aspirations of the people and communities we serve and work with.
- **Stewardship**  
We are custodians of the resources entrusted to us for current and future service, building the capability of those we serve and work with, to ensure the sustainability, quality and effectiveness of our service.
- **Equity**  
We recognise each person as equal and affirm inclusion of all, enabling those in the most difficult circumstances to flourish and promoting social and economic change.
- **Servant Leadership**  
We place the needs of other first to enable them to grow. We share power, accept responsibility and understand our role is to enable, encourage and support.

**ACCEPTANCE/AUTHORISATION**

Jobholder: ..... Date .....

Print Jobholder Name: .....

General Manager, Community Services: ..... 

Date: ..... 7/8/18. ....

