



The GEO Group Australia Pty Ltd.

## POSITION DESCRIPTION

Position Title	Aboriginal Key Worker
Reference Number	RPPD418
Department	Rehabilitation and Reintegration
Position Reports To	Aboriginal Programs Coordinator
Positions Reporting To This Role	N/A

### Work Location And Travel

This position is located at **Ravenhall Correctional Centre** on 97 Riding Boundary Rd, Ravenhall, VIC 3023.

This position will provide services at GEO's Community Reintegration Centre in Melbourne on a needs basis.

### Operating Environment

**Ravenhall** is Victoria's largest prison for adult sentenced and unsentenced males. Its contemporary campus-style design provides a safe and humane environment that enables and nurtures GEOs Continuum of Care operating philosophy.

Ravenhall also has a dedicated Forensic Mental Health Unit, a specialised Closed Supervision Unit for prisoners with significant challenging behaviours, and a small Mission Based Unit for prisoners who have never been in custody before. In recognition of the importance of Continuum of Care, Ravenhall extends its presence into the community by providing ex-prisoners with access to post-release support at GEO's Community Reintegration Centre.

With key focus on young adult's offenders, Aboriginal and those with complex and mental health needs, prisoners at Ravenhall have significant opportunities to engage in work, education, programs and services, through an evidence based approach to reduce re-offending.

Ravenhall's unprecedented emphasis on offender rehabilitation and reintegration is evidenced through collaborative and integrated relationships with key Alliance service partners including Forensicare, Correct Care Australia, YMCA, Honeywell and Bendigo Kangan Institute of Tafe.

### Position Summary

The Aboriginal Key Worker(s) is responsible for providing placement-based case management support and pre and post-release support to Aboriginal and Torres Strait Islander Prisoners to assist them to successfully transition from Ravenhall back into the community.

They will work closely with Aboriginal Contractors, GEO Reintegration and Post Release Workers and Alliance Partners to ensure reintegration planning for Aboriginal prisoners is holistic and focuses upon strengthening connections to community. They will assist Aboriginal and Torres Strait Islander prisoners to develop a Cultural Plan to assist with their reintegration and will work collaboratively with Aboriginal community organisations to ensure continuity of supports that is responsive to the specific needs of Aboriginal people.

They will also provide consultation and advice to all staff at Ravenhall to assist in ensuring a culturally safe environment for Aboriginal and Torres Strait Islander Prisoners. The Aboriginal Key Worker is an identified Aboriginal position and will also ideally have a background in social work, welfare or community services.

### Key Accountabilities

- Support Aboriginal and Torres Strait Islander prisoners to develop a Cultural Plan that strengthens their connection to community, culture and country post-release.
- Regularly facilitate an Aboriginal Programs Orientation session to inform new Aboriginal and Torres Strait Islander prisoners about the culturally specific programs and services available at the Centre.
- Conduct Program Suitability Assessments for Aboriginal programs and services at Ravenhall within prescribed timeframes and refer to appropriate programs and services.
- Work collaboratively with GEO, Alliance Partners, health services and community organisations in assisting prisoners to develop individual reintegration plans that facilitate successful reintegration outcomes.
- Work collaboratively with Aboriginal community organisations to ensure Aboriginal and Torres Strait Islander prisoners receive timely access to appropriate cultural programs and services post-release.
- Provide post-release support as required to facilitate the transition of Aboriginal and Torres Strait Islander men back into the community.
- Participate in FISP Coordination Committee Meetings and assist with implementation and monitoring of Funded Individual Support Packages as required.
- Contribute to the prisoner's case-management plan and provide support at Case-Management Review Committees (CMRCs) where required.
- Provide consultation, advice and training on issues related to Aboriginal and Torres Strait Islander culture including how clinical programs may be more culturally responsive to the needs of Aboriginal people.
- Assist in the organisation and coordination of Aboriginal and Torres Strait Islander celebrations and events.
- Provide individual support to Aboriginal prisoners as required including assistance related to reintegration, family reconnection and community support.
- Establish and maintain close working relationships with other prisons and participate in meetings

and committees as required in order to implement policies and Recommendations as contained in the Victorian Aboriginal Justice Agreement and Royal Commission into Aboriginal Deaths in Custody.

Report to the Aboriginal Programs Coordinator, collect data and provide reports as required including to assist with reporting against Key Performance Indicators for Reintegration.

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### Key Selection Criteria:

#### Mandatory:

- Only Aboriginal and/or Torres Strait Islander people are eligible to apply for this position.

#### Essential:

- A demonstrated knowledge and understanding of the Victorian Aboriginal and Torres Strait Islander community and demonstrated commitment to improving outcomes for Aboriginal people.
- A deep and authentic understanding of Indigenous culture, peoples, Country and traditions and the impact that the criminal justice system has on indigenous men, families and communities.
- A demonstrated ability to communicate sensitively and effectively with members of the Victorian Aboriginal and Torres Strait Islander community.
- A demonstrated ability to be mature, flexible and empathetic to the needs of Aboriginal and Torres Strait Islander prisoners.
- An understanding of the reintegration needs of Aboriginal and Torres Strait Islander men and demonstrated experience in working with Aboriginal community organisations to address these needs.
- A demonstrated ability to be mature, flexible and empathetic to the needs of Aboriginal and Torres Strait Islander prisoners.
- Ability to work collaboratively with other program areas and disciplines.
- Well-developed interpersonal, communication (verbal and written), assertiveness and negotiation skills.
- Ability to use a range of IT application programs.
- Ability to work collaboratively with other program areas and disciplines.

#### Desirable:

- A background in Social Work, Welfare or Community Services.
- Previous experience working with Aboriginal and Torres Strait Islander people in a health, case-management or wellbeing role.

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### Other Requirements of the Role

Ability to work within a correctional setting, which will involve direct contact with prisoners.

Valid and current full Australian driver's licence.

Satisfactory completion of a National Criminal History Check.

Ability to obtain and maintain a security clearance.

Work outside of ordinary business hours may be required on occasion.

### Employee Acceptance

I acknowledge that the statements included in this position description are intended to reflect duties and responsibilities that I may be required to undertake and are not to be interpreted as being all inclusive.

I have read, understood and accepted the above position description and associated attachments.

NAME	SIGNATURE	DATE

Master copy lodged with HO (SLT only) ☐      Master copy lodged with department monitor ☐