

JOB DESCRIPTION

Job Title	Therapist - Out of Home Care
Department	Social Work
Responsible to	Manager Social Work Services / Team Manager / Director
Responsible for (if applicable)	NA

Overall Purpose and Aim of Role:

As part of an integrated team comprising Foster Carers, Supervising Social Workers, Support Workers and Departmental Child Safety Officers facilitate and enable a therapeutic environment for children and young people in out of home care placed with Key Assets by the Department, within Key Assets policies and procedures.

Personal Responsibility and Communication

- To take a lead role in the development of therapeutic plans and their implementation for children with significant therapeutic needs, through the Special Care Package Program.
- Work in conjunction with Carers, Social Workers, Support Workers and external agencies to support the aims and objectives of agreed therapeutic interventions.
- Recommend and implement plans with carers that address the assessed needs of children and young people, including children and young people with disability or special needs, recognising that carers are the primary agents of change.
- Provide individual, family and systemic therapy to children and foster carers as required and in accordance with an agreed plan, across all Key Assets programs.
- Willingness and ability to provide therapeutic intervention and support to parents and natural family as required.
- Participate in operational team meetings and contribute to multi-disciplinary case discussion and reflection.
- Liaise with other therapists who are or have been involved in supporting children in Key Assets care to ensure that their needs are clearly understood and appropriately addressed by all parties.
- Provide consultation with regard to the assessment of foster carers and participate in the assessment process as required.
- Participate in therapeutic support groups for foster carers including support for new carers addressing the challenges they face as required
- Support carers in preparing children and young people for leaving their care; and for leaving care and moving to independent or semi-independent living when requested,
- Work with carers and Social Workers in the preparation for placement of children and young people with additional needs as required.
- Contribute to training of carers and staff as required.
- Maintain comprehensive records using the organisations data recording systems.

- To ensure that children/young people's opinions and those of significant others are sought over all issues which are likely to affect their daily life and their future and are aware of how to raise any concerns or complaints.
- To ensure compliance with Child Safety and Key Assets Tasmania policy and procedures.
- Administrative tasks including the maintenance of comprehensive records and the completion and submission of therapeutic progress and other reports as required.
- Continuous review of work to incorporate feedback from team colleagues/carers/young people.
- Receive management supervision from Team Manager and/or Manager Social Work Services.
- Comply with clinical supervision arrangements in accordance with Policy and Procedures.
- Attend to and, where necessary, undertake further post qualification training.

Additional Duties

- The post holder will be expected to demonstrate the Key Assets' values
- The post holder will be expected to undertake any training and development deemed necessary for the pursuance of the post.
- The post holder will be expected to reach a minimum basic standard of I.T. competence to be able to use Company electronic systems effectively
- The post holder will be expected to ensure compliance with Equal Opportunities Policy and Procedure in all employment practices.
- The post holder will be expected to work in a manner which is inclusive of all employees and stakeholders, which includes Aboriginal and Torres Strait Islander's, people who identify as LGBTI, people of all ages, people with disability and those from culturally and linguistically diverse backgrounds.
- The post holder will be expected to comply with the no smoking policy in place and ensure that Health and Safety is observed in the course of employment
- Ensuring compliance with safeguarding procedures, throughout all work within the Company, keeping Senior Management informed of work in progress and inform Senior Management immediately of any child protection matter or serious complaint.

It is the nature of work of the post that tasks and responsibilities are, in many circumstances, unpredictable and varied. All staff are, therefore, expected to work in a flexible way when the occasion arises where tasks are not specifically covered in the Job Description and have to be undertaken.

The post holder is expected to ensure that s/he is familiar and complies with all aspects of Company Policy and Procedures. In addition, it is required that s/he conducts him/herself professionally at all times and works within the legal framework relating to children and young people looked after as well as their own professional body.

Signed by Job Holder:	
Date:	
Signed by Line Manager:	
Date:	

PERSON SPECIFICATION

Therapist – Out of Home Care

Note to Applicant: When completing your application form you should demonstrate the extent to which you have the necessary education, experience, knowledge and skills identified for the post.

Key: Assessed by Application Form: **A**
 Assessed at Interview: **I**
 Assessed by Test/ Exercise (if applicable) **T**
 Assessed by Documentary Evidence **D**

	Essential/ Desirable	Shortlisted Criteria	A	I	T	D
Education/ Qualifications						
<ul style="list-style-type: none"> Hold a recognised relevant qualification in counselling, systemic psychotherapy, family therapy, social work or clinical psychology. 	Essential	✓	✓	✓		✓
<ul style="list-style-type: none"> Be registered or eligible for registration with recognised body. 	Desirable		✓	✓		✓
Experience/ Training						
<ul style="list-style-type: none"> Experience working therapeutically with children and young people and their families 	Essential	✓	✓	✓		
<ul style="list-style-type: none"> Experience working systemically 	Essential	✓	✓	✓		
<ul style="list-style-type: none"> Experience developing and implementing therapeutic plans 	Desirable		✓	✓		
<ul style="list-style-type: none"> Effective collaboration with professionals in Health, Education and Child Safety Services 	Essential		✓	✓		
<ul style="list-style-type: none"> Has carried out broad-based assessments and interventions drawing upon contemporary theory and research, and made appropriate written recommendations supported with evidence 	Essential		✓	✓		
<ul style="list-style-type: none"> Provided consultation 	Desirable			✓		
<ul style="list-style-type: none"> Professional report writing 	Essential		✓	✓		
<ul style="list-style-type: none"> Worked in a multi-disciplinary setting 	Essential		✓	✓		
<ul style="list-style-type: none"> A good understanding of IT 	Essential	✓	✓	✓		
Personal Qualities						
<ul style="list-style-type: none"> Ability to communicate simply and effectively, both verbal and written, with a diverse staff group at all levels, recognising potential language barriers and cultural differences 	Essential	✓	✓	✓		
<ul style="list-style-type: none"> Tenacious, diligent and resilient with the ability to adopt a creative approach to problem solving in a fast paced environment 	Essential		✓	✓		
<ul style="list-style-type: none"> Ability to work with senior management to promote the Learning and Development agenda in accordance with local legislation and company best practice 	Essential					
<ul style="list-style-type: none"> To be able to evidence an understanding of the use of IT and electronic communications including Microsoft Office Applications; Word, Excel, Access, Visio and email 	Essential	✓	✓	✓		

	<u>Essential/ Desirable</u>	<u>Shortlisted Criteria</u>	<u>A</u>	<u>I</u>	<u>T</u>	<u>D</u>
<ul style="list-style-type: none"> Keen eye for detail and ability to work with a number of different terms, conditions and processes simultaneously 	Essential	✓	✓	✓		
<ul style="list-style-type: none"> Ability to think quickly and act appropriately to business need 	Essential		✓	✓		
<ul style="list-style-type: none"> Ability to work respectfully in partnership with internal and external departments, agents/consultants and training providers 	Essential			✓		
<ul style="list-style-type: none"> Ability to work with cultural advisors to ensure that training material and delivery methods are culturally relevant 	Essential			✓		
<ul style="list-style-type: none"> Ability to work on own initiative and work as part of a wider international support team 	Essential		✓	✓		
<ul style="list-style-type: none"> Demonstrate initiative and creativity and work to quality standards 	Essential		✓	✓		
<ul style="list-style-type: none"> Self-starter with the ability to work with a degree of autonomy, in a creative manner, within Company policies and procedures 	Essential	✓		✓		
<ul style="list-style-type: none"> Reliability, flexibility and dependability 	Essential			✓		
<ul style="list-style-type: none"> Ability to create a positive working environment where people have the opportunity to reach their potential 	Essential			✓		
<ul style="list-style-type: none"> Ability to maintain confidentiality 	Essential	✓	✓	✓		
<ul style="list-style-type: none"> Ability to work under pressure and handle changing priorities 	Essential		✓	✓		
<ul style="list-style-type: none"> Ability to work with others in remote locations 	Essential		✓	✓		
Miscellaneous						
<ul style="list-style-type: none"> A commitment to Equal Opportunities and OH&S in all work practices 	Essential		✓	✓		
<ul style="list-style-type: none"> A comprehensive working knowledge of all relevant legislation pertaining to children's services as well as publications which inform current thinking regarding best practice and the Safeguarding of children 	Essential		✓	✓		
<ul style="list-style-type: none"> A commitment to diversity and social inclusion which includes Aboriginal and Torres Strait Islander's, people who identify as LGBTI, people of all ages, people with disability and those from culturally and linguistically diverse backgrounds 	Essential		✓	✓		
<ul style="list-style-type: none"> A commitment to providing a professional and quality service 	Essential			✓		
<ul style="list-style-type: none"> Ability and willingness to travel extensively, including occasional nights away may be required within TAS and travel Interstate regularly. 	Essential			✓		
<ul style="list-style-type: none"> Ability and willingness to work flexibly including, early morning and evening work as necessary to accommodate time zones 	Essential			✓		
<ul style="list-style-type: none"> Must possess a full current driving license relevant to the state this role is based. 	Essential	✓	✓			✓
<ul style="list-style-type: none"> To be confident dealing with people in sometimes stressful/ difficult situations or remotely 	Essential			✓		
<ul style="list-style-type: none"> Willingness to undertake relevant statutory and personal reference checks 	Essential			✓		
<ul style="list-style-type: none"> Be prepared to seek advice where necessary 	Essential			✓		

Key Assets makes use of the National Federal Police Criminal Records and local State and Territory Working with Children checking services, which facilitates the checking of individuals' criminal records by employers where such individuals are to occupy 'positions of trust'. You may be required to consent to and apply for disclosures at regular intervals during your employment in this post and any offer of employment is provisional and conditional on the satisfactory outcome of the check. This is because this role involves access to sensitive data.

Signed by Job Holder:	
Date:	
Signed by Line Manager:	
Date:	