



Early Intervention Worker

Reports to: Team Leader
Unit/Centre/Program: Brighter Futures
Date: 2015

Primary Objective

Coordinate services and support in accordance with individual family case plans for families enrolled in the Community Services funded Brighter Futures early intervention program.

Selection Criteria

Knowledge, Skills and Experience

- University qualifications in Social Work, Psychology or other relevant degree
- Demonstrated case management and assessment experience working with children and families.
- Knowledge and experience of complex child protection issues
- Excellent relationship building, negotiation and influencing skills with experience working with a range of stakeholders including families, government and community groups
- Knowledge and understanding of a variety of different cultural and religious groups
- Knowledge of community services for referrals, basic health issues and relevant legislation with the ability to coordinate resources.
- Knowledge and experience in child development theory and learning approaches with experience assessing and aiding the development of children and young people.
- Knowledge of empowerment techniques including use of appropriate language and gestures
- Working with Children Check Clearance Number

Personal Qualities

- Demonstrated connection with, and willingness to advocate for SDN's vision, values and philosophy.
- Supportive, non-judgmental, reflective and empathetic nature, displays tact with regards to others
- Demonstrates professionalism and the ability to maintain confidentiality
- Displays cultural sensitivity and respect
- Excellent oral and written communication skills
- Excellent time management skills with the ability to multi-task
- Displays adaptability, flexibility and resilience and works with enthusiasm and creativity
- Demonstrates initiative, capacity to work with minimal supervision and confidence in decision making.

- Demonstrate an awareness of and commitment to child safety and comply with the Children and Young Persons (Care and Protection) Act 1998.
- Current driver's license with comprehensively insured vehicle

Key Accountabilities

Case management including strategy planning, implementation, coordination and review

- Plan and implement casework strategies
- Coordinate the delivery of services by partners
- Monitor progress and review results, including the services provided by partners, on a 6 monthly basis
- Provide ongoing reports and be accountable for allocated Brighter Futures early intervention program family casework strategies including monitoring progress and change through family journals etc
- Facilitate the development of a transition plan when the family exits the program
- Link all aspects of Brighter Futures early intervention program in a meaningful, beneficial and mutual reinforcing way
- Act as a primary support to all allocated Brighter Futures early intervention program families throughout their involvement in the program
- Make independent decisions relating to the day to day case management of families, with reference to the Area Manager where appropriate
- Ensure all licensing, regulations and legislation relevant to the sector are met e.g. Child Protection legislation
- Ensure compliance with program service provisions, Community Services good practice guidelines and performance monitoring framework

Establish and maintain partnerships with families

- Conduct home visits and/or meetings in a variety of safe and non-threatening settings:
- Build strong, positive and trusting relationships, becoming the "instrument" to strengthen family functioning.
- Promote and guide positive behaviour for all family members. With a strengths based focus providing support for parents
- Work with allocated families to identify strengths, needs and priorities. Develop a sense of empowerment and control while supporting families
- Facilitate and aid in the learning and development of parenting skills
- Facilitate in the cultivation and development of social and support networks
- Promotion of sense of belonging and community involvement for families and children
- Assist parents in the development of work and study skills or facilitate the attainment of these skills from external sources when transitioning an exit from the program
- Promote healthy development of children and young people through education of good nutritional practices and other associated areas.

Build and maintain positive relationships within the community

- Integrate and coordinate existing community services in service delivery
- Act as the link between Brighter Futures early intervention program families and essential services, agencies and community groups such as specialists, Centrelink etc
- Identify and implement appropriate strategies to enable families to continuing accessing external sources, agencies and community bodies independently once exited from the program

Relationship and Self-Management

- Contribute to the effective operation of the workplace by supporting colleagues through clear communication, sharing of information, participating as a team player and worker cooperatively with others.
- Establish and maintain positive working relationships with colleagues that are fair, professional, supportive and respectful.
- Reflect on and seek to develop own work performance
- Perform other duties as requested by your manager that fall within the scope of the role.

Work, Health and Safety

- Responsible for personal health and safety
- Complies with SDN requirements in relation to WHS & Injury Management activities and responsibilities
- Identifies and reports WHS problems, where evident, in processes or systems
- Reports accident/incident information promptly to RTW/WHS Consultant.