



POSITION DESCRIPTION

Position	Kinship Care Team Leader
Reports to	Program Manager- Kinship and Extended Care
Direct Reports	5 / 6 Kinship Care Case workers
Status	Full time (38 hrs pw)
Location	Based at the Dandenong office

BACKGROUND

The Victorian Aboriginal Child Care Agency (VACCA) is the largest organization of its kind in Australia. VACCA is an Aboriginal community-controlled organization that supports and advocates for the Aboriginal community. Our strength lies with our people. Our team is committed to the organisation's vision and values; advocates for our children and other vulnerable community members; and shows respect for, observance and compliance with Aboriginal cultural protocols, practice and ceremony. Our Aboriginality is what distinguishes us from mainstream services and what enables us to deliver the positive outcomes we achieve for our people.

VACCA employs over 600 staff and delivers more than 70 programs across the state. VACCA's experience and expertise in the delivery of therapeutic interventions are underpinned by culture, connection, and healing. VACCA designs, develops and delivers programs with self-determination and an understanding that the intergenerational trauma experienced by our community requires intergenerational and community healing.

Central to VACCA's work is the importance of connection to family, community and culture as essential to Aboriginal children's safety, stability and ensuring that they have an ongoing sense of belonging. As Victoria's largest Aboriginal child welfare agency, VACCA will play a key role in the process of transitioning the care and case management of Aboriginal children from government and non-Aboriginal organisations to Aboriginal community-controlled organisations following the recent decision of the Victorian Government.

VACCA is implementing cultural therapeutic ways which is an agency wide framework that underpins our work with the community, our clients and staff

OUR VISION

Aboriginal self-determination - Live, Experience and Be.

OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.



PROGRAM AREA

The Southern Aboriginal Kinship Care Program works with Aboriginal children and families who live in the Southern Region of the Department of Human Services. There are 5 Kinship Care workers and 2 First Support workers based at Frankston Preston Office.

VACCA also has a Kinship Care Program in the Northern, Western and Eastern DHS regions. The Aboriginal Kinship Care Program commenced in 2010 initially to provide contracted case management support to children who are on a Custody or Guardianship Order and who are living with relatives or friends.

The current Government has declared that Aboriginal children in out of home care should be managed by an Aboriginal agency. The agency received funding to implement the transition of Aboriginal children from CSO to ACOS which has seen the programs grow and develop. The program is a culturally relevant service which works to help the child maintain strong connection with their parents, siblings and extended family, where it is safe to do so. The program works towards reuniting children to their parents wherever possible.

POSITION SUMMARY

Reporting to the Senior Program Manager, the Team Leader- Kinship Program, will play vital Leadership role in the Southern Office. The role involves managing up to five Caseworkers. In addition, the role will work closely with the Senior Program Manager, to ensure intake and referrals processes are managed, with the various stakeholders and community organisations referral pathways.

The role will engage with Internal and External stakeholders including Child Protection across a number of Divisions and a range of Aboriginal Organisations.

This role must demonstrate a highly developed understanding of the issues that impact on Aboriginal people and to work from a cultural perspective.

KEY RELATIONSHIPS

Internal: Client Services Programs in Southern VACCA

External: DHHS, other Aboriginal and generalist community service organisations

KEY SELECTION CRITERIA

- Demonstrated understanding of, and commitment to, the values that underpin VACCA' vision and purpose and the capacity to take a leadership role in championing these internally and externally
- Demonstrated awareness and appreciation of Aboriginal societies and cultures, and commitment to continually build knowledge of such, along with a high level of awareness of the key issues which impact upon Aboriginal communities



- Demonstrated experience in working and engaging with Aboriginal families and children
- A sound knowledge and understanding of issues, policies, legislation and practices in relation to child and family welfare and in particular, children in kinship care.
- Demonstrated experience and ability in the provision of a high standard of case management practice.
- A proven ability to advocate on behalf of children and families.
- A demonstrated ability to mentor staff by providing them with relevant information, support, feedback about their work, and opportunities for professional development.
- A demonstrated capacity to work as part of a team as well as providing leadership to a team and capacity to allocate tasks.
- An ability to work effectively with Aboriginal organizations, government departments and community service organizations.
- Well-developed written and oral communication skills and the ability to prepare reports.

QUALIFICATION

- A relevant qualification in diploma or degree or equivalent in Youth Work, Social Work, Social Welfare Sector or the like will be desirable
- Minimum 2 years of experience in the Child, youth and family sector

REQUIREMENTS

- You must have and continue to hold a full Victorian Driver's Licence and a current employment working with children check card

POSITION ACCOUNTABILITIES

- Provide leadership to the Southern Aboriginal Kinship Care team at Dandenong office.
- Oversee the daily operation of the Southern Kinship Care Program.
- Daily management of staff including involvement in staff training and conducting staff appraisals
- Provide 1.1 supervision to the Kinship Care Caseworkers
- Ensure that the agency meets all its responsibilities in relation to the contracting of Kinship Care cases.
- Allocate cases to caseworkers and monitor the management of the cases
- Monitor and ensure program targets for all components of the program are met.
- Ensure that data is recorded, collated and monitored for the Kinship Care Program as required by the Department of Human Services, particularly in relation to the use of CRIS and CRISSP. Prepare monthly data for Program Manager.
- Check all quarterly reports, court reports and Best Interest Case plan Reports for all cases before they are submitted to the court or the DHHS Team Manager.
- Assist in the implementation of an Aboriginal Kinship Carer Support Group.
- Work collaboratively with the VACCA Lakidjeka ACSASS, CHILD FIRST, Family Services, Aboriginal Family Decision Making Program, Permanent Care and any other programs involved with Kinship Care children and families.



- Attend DHHS regional Working Groups and Network groups in the North and West region in relation to the Kinship Care Program, as well as state-wide Kinship Care forums.
- Participate in the management of Quality of Care Concerns as requested by the Aboriginal Kinship Care Program Manager
- To liaise with the VACCA Quality Improvement Manager and Project officers regarding Agency Registration requirements and new legislative requirements
- Participate in agency meetings such as the VACCA Leadership Team, seniors, and staff meetings.
- Participate in supervision and training.
- Ensure Aboriginal culture is embedded throughout all aspects of the program to ensure cultural safety in all activities.
- To be responsible for maintaining and updating knowledge in relation to relevant legislation, policies, processes and templates, both internally and externally of the organisation.
- The incumbent is also responsible for guiding staff within their Program/s to embed these frameworks in to their practices.
- Ensure awareness and compliance by self and staff to Client Services policies, including cyber safety, substance abuse in out-of-home care, responding to children and young people with trauma related behaviour, responding to problem sexual behaviour, restraint and critical incidents

HEALTH, SAFETY & WELLBEING

- Ensure compliance with the OH&S Act and VACCA policies.
- Contribute positively and proactively to team and organisation wide OH&S activities.

QUALITY & CONTINUOUS IMPROVEMENT

- Ensure compliance with legislation, contract and policy requirements in your day to day work in order to meet the organisation's audit, contract and registration obligations.
- Proactively apply your specialist knowledge in the review and maintenance of policies, systems and processes.
- Continue the development of a culturally strong and positive working environment using a continuous improvement approach.

OTHER

- Participate proactively in team project initiatives
- Support other team members in periods of high demand and during periods of absence.
- Participate in project groups and attend events
- Undertake other duties as directed

ADDITIONAL INFORMATION



VACCA

Connected by culture

We are committed to Aboriginal self-determination and supporting strong, safe, thriving Aboriginal communities and aim to ensure every individual is treated with dignity, honouring all cultural backgrounds, abilities, ethnicities, sexual orientations, gender identities and spiritual beliefs.

VACCA is a child-safe organisation and is committed to ensuring the safety and wellbeing of children and young people with zero tolerance for child abuse. All successful applicants will be required to undertake a National Police Record Check and Working with Children Check prior to commencement of employment and periodically following commencement.

VACCA is an equal opportunity employer and has a smoke-free workplace policy.