

## POSITION DESCRIPTION

<b>Position</b>	<b>Family Violence Case Worker</b>
<b>Reports to</b>	Family Violence – Team Leader
<b>Direct Reports</b>	NA
<b>Status</b>	Full time, Fixed Term-Parental Leave backfill position
<b>Location</b>	Dandenong (travel to other sites as required)

## 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 organization'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 800 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.

## POSITION SUMMARY

The Southern VACCA Family Violence Case Worker will work closely with The Orange Door, MDC and other agencies and will provide advocacy, referral and case management support to Aboriginal women and their children who are experiencing or escaping family violence. A range of support options available that may include short-, medium- and long-term casework.

The Southern VACCA Family Violence Case Worker provides service delivery in the catchments of Bayside, Peninsula and Southern Melbourne in the Southern Division of DHHS.

Women and children will be empowered and supported to live safe and free from family violence and link in to the relevant necessary supports.

We provide a positive, culturally safe workplace environment supported by family friendly and culturally sensitive workforce policies, including professional development, continuing education and staff wellbeing.

## KEY RELATIONSHIPS

*Internal:* Executive Manager, Senior Program Manager Family Violence & Justice, Team Leader Family Violence Southern & program staff within Southern VACCA region.

*External:* The Orange Door, Multidisciplinary Centre (MDC), Department of Health and Human Services (DHHS) and other relevant services also including Aboriginal Gathering Places.

## KEY SELECTION CRITERIA

The successful applicant will possess:

- 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
- Understanding the issues of family violence and the impact on women, children and families in an Aboriginal context
- Demonstrate ability to empower and advocate for clients with a non-judgemental approach.
- Knowledge of local family violence programs, accommodation, legal, health and community services within the region – or the ability to acquire that knowledge.
- Demonstrated ability to work collaboratively with other Aboriginal and mainstream organisations in formal and informal partnerships to achieve mutually agreed client /community outcomes
- Demonstrated ability to work independently and as a collaborative team member in a challenging environment.
- Demonstrated effective and culturally appropriate interpersonal skills e.g. active listening, empathy in all verbal and non-verbal communications.

- Demonstrated ability to prepare accurate documents and reports e.g. case notes, incident reports, work reports that meet audience needs
- Sound knowledge of the Family Violence Protection Act 2008, Information Sharing and Multi Agency Risk Assessment Framework (MARAM).

## DESIRABLE:

- Knowledge of the DHHS data reporting systems

## REQUIREMENTS

- A tertiary qualification in Social Work, Psychology, welfare or a related discipline.
- You must have and continue to hold a full Victorian Driver's Licence, a current employment Working with Children Check card and a National Police Check.
- Current COVID-19 vaccination (minimum two doses and booster shots as applicable)

## POSITION ACCOUNTABILITIES

### DIRECT SERVICE DELIVERY

- Respond to allocated Police L17's through the DHHS portal that have been referred through MDC or other sources that requires direct service delivery
- Accept any referrals through the BPA Orange Door or SMA Orange Door for women and children requiring family violence case management and any other VACCA programs.
- Accept referrals from other organisations and self-referrals
- Assist with administration tasks for Flexible Support Packages
- Provide Partner contact work for women that are associated with men in VACCA Men's Behaviour Change Programs and Men's Family Violence Program
- Provide regular and ongoing contact with women and children at locations where they are most comfortable and safe.
- Coordinate the casework plan from initial contact, assessment, case planning and review and exit planning.
- Undertake a comprehensive risk assessment as part of the initial assessment and then and then review and update as required.
- Develop and review a comprehensive safety plan with women and their children.
- Advocate for women and children to promote access to required services.
- Provision of intake, court support as necessary, and secondary consults as required
- Refer to appropriate VACCA programs and services and other organisations when necessary for ongoing support

### ADMINISTRATION

- Accurate record keeping, including case notes, completed forms and reports as required according to program guidelines and agency registration obligations.
- Case management and maintenance of client files in line with legislative and policy requirements.
- Maintain accurate statistical data using organizations current data systems as required by VACCA and Department of Health and Human Services.
- Attend regular team meetings and other forums as required.

#### PROGRAM DEVELOPMENT

- Establish effective working relationships with partner agencies providing services and support for women and children who have experienced family violence.
- Participate in local, regional, and other network meetings encompassing issues and current initiatives addressing family violence as required.
- In conjunction with other team members undertake program promotion, presentations as necessary and provide a family violence women's group.
- Provide consultation as required for any new future funding developments

#### 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 as necessary
- Support other team members in periods of high demand and during periods of absence.
- Participate in project groups and attend events when required.
- Undertake other duties as directed

#### ADDITIONAL INFORMATION

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. This position is designated under the Multiagency Risk Assessment and Management framework (MARAM) Comprehensive (Tier 1) level which requires mandated MARAM Family Violence Comprehensive Risk Assessment training and responsibilities.

