

## POSITION DESCRIPTION

|                |                             |
|----------------|-----------------------------|
| Position       | Family Violence Case Worker |
| Reports to     | Team Leader Family Violence |
| Direct Reports | NA                          |
| Status         | Full time                   |
| Location       | Morwell                     |

## OUR VISION

Aboriginal self-determination - Live, Experience and Be.

## OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

## PROGRAM AREA

The Morwell office of VACCA delivers a number of programs to Aboriginal children and families including Kurnai Youth Homelessness Service, Family Violence, Aboriginal Family Mental Health Support Service, Aboriginal Leaving Care, the Aboriginal Child and Specialist Advice and Support Service (ACSASS) also known as the Lakidjeka Program.

It also operates the Orana Gunyah (meaning Welcome, Place of Shelter) site in Morwell, a purpose built cluster model facility that provides short term accommodation and support services for up to five women and their children at a time escaping or experiencing family violence. The family violence program will aim to not only keep women and children safe, but to also encourage their healing and resilience through individual support and group work. The role of the family and community in 'growing up' the child, building their sense of belonging and resilience, educating them about their culture and spirituality, will be integral to the development and operation of the program.

## POSITION SUMMARY

The Family Violence Case Worker will provide holistic case management to Aboriginal women and their children who are experiencing or escaping family violence in the Gippsland area. The Worker will build positive relationships and networks with relevant Aboriginal and non-Aboriginal organisations and services to ensure that appropriate referrals and supports are put in place.

The Worker will carry an allocated caseload of clients providing short and medium-term outreach and case management support

## KEY RELATIONSHIPS

Internal; Early Intervention; Youth Homeless; Out of home Care; Women's Diversion

External; Aboriginal services; DHHS; Police; Legal; Other services as needed; Orange Door; Medical; Mental Health; AOD services.

## 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 and ability to work with Aboriginal organisations and communities and a proven ability to effectively communicate with Aboriginal people.
- Demonstrated ability to undertake case management tasks, such as assessment, referral, case planning, case review and exit planning that meet the audience needs.
- Demonstrated ability to apply a flexible, non-judgmental and empowering approach to service delivery.
- Demonstrated 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 independently and as a collaborative team member in a challenging environment.
- Demonstrates 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, court 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).

## QUALIFICATION

- A tertiary qualification in Social Work, Psychology, welfare or a related discipline is desirable

## REQUIREMENTS

- You must have and continue to hold a full Victorian Driver's Licence and a current employment working with children check card.
- COVID 19 vaccination program

## POSITION ACCOUNTABILITIES

### DIRECT SERVICE DELIVERY

- Provide regular and ongoing face to face contact with women and children at locations where they are most comfortable and safe.



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Connected by culture

- Provide guidance, support, education and counselling for families regarding issues such as child development, behaviour management, routines, parenting and financial and household management.
- 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 periodically as required.
- Develop and review a comprehensive safety plan with women and their children.
- Monitor, analyse and review Child and Family Care Plans; assess the effectiveness of services provided to clients and provide well developed recommendations on intervention strategies.
- Ensure the guidelines of the program are maintained including meeting OH&S expectations.
- Advocate for women and children to promote access to required services.
- Commit to undertake any/all training as identified by supervisor.
- An understanding of or ability to understand the relevant legislative frameworks, in particular with the Children, Youth and Families Act 2005 and Family Violence Protection Act 2008.

#### 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 organisations current data systems as required by VACCA and Department of Human Services.
- Participate in training sessions, team meetings, Case Plan Meetings and other meetings as directed.
- Participate regularly in supervision and engage in robust discussion relating to case practice and program development.

#### PROGRAM DEVELOPMENT

- Establish effective working relationship with partner agencies providing services and support for women and children who have experienced family violence.
- Participate as required in local, regional and other network meetings encompassing issues and current initiatives addressing family violence.
- In conjunction with other team members undertake program promotion, presentations, community education and training activities.

#### 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

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.