

POSITION DESCRIPTION

	Team Leader- Lakidjeka Aboriginal Child Specialist Advice		
Position	Support Service	Position Number	TBA
Reports to	Senior Program Manager	Direct Reports	Up to 6
Status	Permanent	Time Fraction	Full Time
Award	SCHADS Level 6	Location	Dandenong Office

OUR VISION

Aboriginal self-determination – Live, Experience and Be.

OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

POSITION SUMMARY

The Lakidjeka Team Leader is responsible for the management of the program in the southern metropolitan region and is responsible for to engaging, guiding, supervising, and supporting staff in the delivery of a quality service. The team leader will also provide specialist advice and case consultation to Child Protection about culturally appropriate intervention in respect of all reports relating to alleged harm of children and significant decisions in all phases of child protection as well as ensuring the is consistently advocating for decisions that are in the best interests of the child, taking into account their connection to family and culture.

KEY RELATIONSHIPS

<i>Internal:</i>	VACCA Early Intervention & Family Support, Aboriginal Family Led Decision Making, Out of Home Care & Permanent Care, playgroup, Windook Dad's, Koorie Kids Homework club and Cultural support program. Central VACCA services including payroll, finance, human resources, training, corporate services, and projects teams.
<i>External:</i>	DFFH, Child Protection, Aboriginal Community Controlled Organisations, Community Service Organisations and other Victorian Government, including Children's Court Victoria as required.

KEY SELECTION CRITERIA

ESSENTIAL

- Demonstrated commitment and understanding for the values that underpin VACCA' vision and purpose
- Demonstrated experience in working and engaging with Aboriginal families and children and experience working with child protection.
- Sound knowledge and understanding of Issues related to Aboriginal child and family welfare and Child Protection Systems
- Ability to work closely with child protection and other services to advocate for the child and support the best interests of Aboriginal children
- A sound understanding of child and adolescent development, intervention techniques and strategies related to the protection of children and young people from abuse and neglect.
- Demonstrated ability to provide positive leadership and supervision within a complex service delivery environment, with a focus on support, accountability and ensuring a culture that aligns with VACCA's values.
- Ability to problem solve, manage risks and recommends improvements
- Ability to time manage, prioritises work and delegate appropriately, while demonstrating an understanding of the competing demands of community aspirations, organisational, team, individual and stakeholder priorities, and ensures key requirements are met.
- Ability to communicate effectively, including consultation and liaising sensitively and effectively with a wide range of organisations including government departments (DHHS)
- Preparedness to participate in a rostered after-hours on call service.
- Ability to work flexible hours.

QUALIFICATIONS

- A Tertiary qualification in the field of social work, youth work, psychology or community services and extensive relevant experience, or a combination of experience, expertise and competence sufficient to perform the duties required.

REQUIREMENTS

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

Please note: This is an Aboriginal and/or Torres Strait Islander designated position, classified under Section 12 Special Measures of the Equal Opportunity Act 2010. This employment opportunity is only available to Aboriginal and Torres Strait Islander people.

POSITION ACCOUNTABILITIES

KEY RESPONSIBILITIES

- Oversee the daily operation of the Southern Lakidjeka ACSASS program
- Manage a caseload, always provide backup for staff and to be available to case advisors by mobile phone except when otherwise negotiated.
- To closely liaise with DHHS Child Protection Regional Offices to establish and maintain effective working relationships and partnerships
- To participate in case planning meetings, Aboriginal and family group conferences and other meetings involving Aboriginal children and their families.
- To advocate on behalf of Aboriginal children, families and communities their issues when dealing with Child Protection and the welfare system.
- To be involved in the establishment, review and documentation of Policy, Procedures, Standard and practice models/frameworks.
- To consult, negotiate and liaise with other Aboriginal and non-Aboriginal agencies and with government departments to ensure appropriate services are provided to Aboriginal children and families.
- Ensure management and supervision of direct reports.
- To be involved in staff recruitment, training and appraisals of staff.
- Be aware of and familiar with current policies, legislation, programs, and practices in relation to child welfare.
- Ensure Aboriginal culture is embedded throughout all aspects of the program to ensure cultural safety in line with VACCA's Cultural Therapeutic Ways.
- 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 into 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.

ADMINISTRATIVE

- Ensure that statistics are collated, recorded and monitored for the regional Lakidjeka program including quarterly reporting data.
- Contribute to the collection and reporting of data, prepare reports, and contribute to the organisation's strategic direction, quality systems and practice.
- Conduct file and case note audits.
- Check all court reports and case plan reports for all cases before they are submitted to the court or the DFFH Team Manager.
- Prepare monthly data for Senior Program Manager, and contribute to the organisation's strategic direction, quality systems and practice.

- Ensure awareness and compliance by self and staff to Client Services policies.

RELATIONSHIP MANAGEMENT

- Consult, network, negotiate and liaise with government and non-government sector agencies and community groups on a range of issues that contribute to service delivery and the reduction of offending behavior.
- Provide professional education to Aboriginal and non-Aboriginal services and community education to Aboriginal communities regarding the role of the regional Lakidjeka Program.

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 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, project groups and attend events
- Participate in training sessions, team and staff meetings including any state-wide meetings.
- Support other team members in periods of high demand and during periods of absence.
- To participate in the After-Hours on call roster via phone
- 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) Identification (Tier 2) level which requires mandated MARAM Family Violence Screening & Identification training and responsibilities.