

## POSITION DESCRIPTION

<b>Position</b>	<b>Team leader</b> , Family Violence Initiatives
<b>Reports to</b>	Family Violence Senior Manager& Practice Lead
<b>Direct Reports</b>	Family Violence Project Officers
<b>Status</b>	Full time/ Negotiable
<b>Location</b>	Based at the Bell Street Preston 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 50 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. Through Cultural Therapeutic Ways VACCA is implementing a whole of agency approach to guide VACCA's practices of healing for Aboriginal children, young people, families, community members and carers who come into contact with our services, as well as creating a safe and supportive workplace for staff.

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 plays 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.

## OUR VISION

Aboriginal self-determination - Live, Experience and Be.

## OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

## PROGRAM AREA

The Projects and Reform Unit is responsible for managing strategic projects to enhance the capacity of the organisation to deliver quality, culturally responsive programs. The work includes submission writing; service design, development and implementation; policy and practice development and review; and service system reform initiatives. The Unit sits within the broader Client Service Practice & Development Division which is responsible for designing quality, innovative and culturally responsive programs and policy to meet the needs of vulnerable Aboriginal children and families; outcomes, research and evaluation, quality assurance; legal expertise; and internal & external training and development.

## POSITION SUMMARY

The family violence sector is dynamic, growing, and changing. The Team Leader role is responsible for overseeing a number of exciting projects, new initiatives and pilots. This multidisciplinary role brings together the Family Violence Initiatives Team Leader's experience and understanding of people leadership, quality and service improvement, enhancing service practice, and supporting the organisation to deliver culturally responsive programs and policies which meet the needs of vulnerable Aboriginal children, families and Community in line with VACCA's vision and strategy.

The Team Leader will develop and lead a highly competent, engaged, and professional team of family violence project officers.

Key components of this role are:

- Supporting the implementation of new projects and programs within VACCA regions, ensuring quality and consistent practice
- Development of program manuals, program logics, practice tools and forms
- Representing VACCA at relevant family violence forums
- Overseeing quality assurance of VACCA's current and future family violence programs
- Advocating for a centralised body of best practice for family violence programs across VACCA
- Supporting day to day operations for existing projects to ensure they are delivered in a timely fashion and quality standard
- Providing support and supervision to a team of highly skilled project officers
- Liaising with other teams to lend a family violence lens to their projects and programs
- Participate in working groups where required to build and enhance projects outside of the family violence portfolio
- Maintaining data and reports as required to contribute to VACCA's data assets
- Relationships

## RELATIONSHIPS

*Internal:* Family Violence Senior Manager & Practice Lead, Director, Client Services Practice and Development, Executive Manager Projects and Reform Unit,

Regional Executive Managers, Regional FV Program Managers & Team Leaders

*External:* Government departments, Aboriginal Community Controlled Organisations, other family violence and child & family welfare services, Philanthropic organisations

## 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
- 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/ Demonstrated experience in child and family sector
- Demonstrated understanding and knowledge of Aboriginal culture and value and the importance of identity, and cultural connections in the healing process for Aboriginal children and families.
- Demonstrated experience in successfully implementing and delivering of a range of family violence programs to Aboriginal women, men, children and families
- Proven ability and experience in leading and supervising staff and the capacity to lead and develop new initiatives.
- Strong organisational abilities and interpersonal and communication skills.
- Proven experience in project management, program implementation and policy development.
- Strong organisational abilities, interpersonal and communication skills.
- A strong understanding of the funding, governance, legislative requirements and contemporary quality frameworks operating in the sector

## QUALIFICATION & EXPERIENCE

- Appropriate qualifications in Social Work, Health Services or a related discipline is essential
- Substantial and relevant experience working across Family Violence and Child and Family Welfare Services with Aboriginal communities.

## 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

- Lead a team of family violence project officers recognising individual strengths, needs and areas of development
- Provide high quality, strength based, reflective supervision and support to the FV Project Officers

- Ensure oversight of project delivery and achievement of outcomes in line with funding agreements
- Work effectively with other family violence services including Aboriginal specific services.
- Support a centralised body of best practice for family violence programs across VACCA
- Coordinate with regional program managers and team leaders in collating and aggregating FV monthly data to inform program and organisational decision making and high level advocacy.
- Coordinate and facilitate VACCA's FV forums
- Contribute to the development of program resources such as program manuals, practice resources to support client services to deliver programs.
- Work with Manager in preparing high-level written material such as policies, project plans, reports and other documentation as required.
- Regularly report to the FV Initiative Manager in relations to the FV projects
- Participate in team meetings, training and other relevant forums as required.

## 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.