

POSITION DESCRIPTION

Position	Nugel Case Support Worker	Position Number-	NA
Reports to	Team Leader Nugel	Direct Reports	Report (as agreed)
Status	Full time (38 hrs pw)	Time Fraction	Full time
Award	Nugel 3	Location	Morwell

OUR VISION

Aboriginal self-determination – Live, Experience and Be.

OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

POSITION SUMMARY

The role of the Case Support Worker is to work cooperatively with Nugel case managers and under the direction of the Nugel team leader, to ensure that culturally appropriate court ordered contact is maintained between children and their families. The case support worker will provide transport for children and/or supervision of the contact as required.

The case support worker will also undertake a variety of case work and administration tasks under the direction of the case workers or team leader, such as assisting with referrals, making phone calls, researching supports etc.

KEY RELATIONSHIPS

Internal: Nugel Case workers and managers, Aboriginal Children's Healing Team

External: Families, carers, medical and education services and professionals

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

- A sound knowledge of child development and childhood trauma.
- Ability to maintain confidentiality and privacy
- Good conceptual and written skills.
- Capacity to work both independently and as a member of a team.
- An ability to be flexible in supervising contact across a range of venues
- Knowledge of the Victorian Child Restraint Regulations and competent in the fitting and use of restraints
- An ability to engage and support children with a range of behavioural issues.
- Ability to engage and communicate with children, young people and families in culturally safe ways.

REQUIREMENTS

- 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 – a minimum of 2 doses before commencement

DESIRABLE

- Aboriginal applicants are encouraged to apply.
- Experience working in the child, youth, and family sectors will be highly valued.

POSITION ACCOUNTABILITIES

CASE SUPPORT

- Conduct supervised accesses between children in care and their parents, siblings and extended family members
- Engage and support children with a range of behavioural issues
- Engage with parents and extended family and be able to explain the Nugel program as required
- Ability to make parents and family feel comfortable during contact so that it is a positive experience for all
- Communicate and provide written feedback regarding observations of children, family and services
- Attend care team and case plan meetings as required
- Participate in internal Nugel case discussions/planning as required
- Assist with case tasks related to court matters

ADMINISTRATION

- Complete case notes that will be entered on to CRIS
- Assist case managers with administration tasks such as making referrals, taking minutes, processing payments etc

COMMUNICATION

- Be able to explain the VACCA and the pilot program to families as well as professionals.
- Clearly communicate information to team members.
- Ensure all communications adhere to confidentiality policy and legislation

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
- 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 continuous improvement approach.

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.