

## POSITION DESCRIPTION

<b>Position</b>	Nugel Case Manager	<b>Position Number-</b>	NA
<b>Reports to</b>	Team Leader Nugel	<b>Direct Reports</b>	Report (as agreed)
<b>Status</b>	Full time (38 hrs pw)	<b>Time Fraction</b>	Full time
<b>Award</b>	Nugel 4	<b>Location</b>	Preston

## OUR VISION

Aboriginal self-determination – Live, Experience and Be.

## OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

## POSITION SUMMARY

Reporting to the Team Leader, the Nugel Case Manager, will have the opportunity to make a real-life difference in the lives of Aboriginal Children and families involved in the child protection system.

This position will be responsible for working with Aboriginal children and families, Government and sector partners to reduce the over representation of Aboriginal children in care and in contact with the Child Protection system, strive for better outcomes for children and to build capacity in families so that children can be transitioned home

## KEY RELATIONSHIPS

*Internal:* VACCA staff; OOHC program, ACHT team, VACCA In House Legal Service, Family Violence program, Intensive services programs

*External:* Child protection, ACCO's, DHHS, Government bodies, Children's Court

## 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
- Proven ability to effectively communicate and negotiate with Aboriginal children and families, demonstrating effective and culturally appropriate interpersonal skills.

- Demonstrated ability to undertake complex work with children and families who have experienced trauma and may present with challenging behaviours, using culturally safe therapeutic approaches to heal and build resilience.
- Demonstrated understanding of child development, attachment, and trauma as they relate to Aboriginal children.
- Understanding of the legislations, policy and practice requirements relating to Aboriginal children, families, and communities
- Proven experience in completing assessments, including assessments of risks and developing, implementing and reviewing plans for children and young people.
- Proven experience in preparing accurate documents and reports e.g., case notes, incident reports, court reports, that meet audience needs.
- Ability to collaborate with other service providers, stakeholders such as police and courts to achieve outcomes.
- Demonstrated ability to work in a complex, fast paced team, and to demonstrate resilience in managing competing demands. Commitment to self-care and of support of the team.

## REQUIREMENTS

### Mandatory:

- A recognised Diploma of Community Services work or similar qualification, which is studied over a minimum of two academic years of full-time study (or part-time equivalent) and includes:
  - a primary focus on child development, human behaviour, family dynamics and/or impacts of trauma
  - supervised fieldwork placements (ideally completed within the child and family welfare sector) and at least one unit in case management, case work practice or counselling.

**\*If you don't meet these requirements but strongly believe and are able to demonstrate you have the knowledge and capacity to fulfill this role, please contact us**

- 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.

## DESIRABLE

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

## POSITION ACCOUNTABILITIES

### ENGAGEMENT AND WORKING WITH ABORIGINAL CHILDREN, YOUNG PEOPLE AND FAMILIES

- Work with Aboriginal children, young people and families in a case management capacity - in order to attend to their holistic wellbeing needs (physical, emotional, social, cultural, spiritual).

- In line with the Children Youth and Families Act (2005) and VACCA policy and guidelines – work alongside children and families to:
  - Identify risks and safety concerns
  - Develop, implement and review care and cultural plans to attend to children’s safety and wellbeing needs – drawing upon cultural and healing practices as well as family decision making as part of this process.
- Under the guidance of the team leader, understand and follow policy in managing serious/complex case issues, critical incidents, worker safety issues and quality of care concerns
- Advocate for and represent children, young people, families and VACCA in the Victorian Children’s Court – including:
  - Preparing high quality court reports, which present information and make recommendations on decisions and actions in the best interests of the child
  - Giving evidence to the court under cross examination
- Document and maintain records – including photos and stories of significant milestones – so that children have access to their life stories.
- Ensure all client records and files are up to date and that the Client Relationship Information System (CRIS) is used for recording, analysing and reviewing client information

## PARTNERSHIPS AND COMMUNICATION

- Engage with and build strong collaborative relationships with Aboriginal children, young people, families, and carers – ensure they understand Nugel practices and processes and that they know their rights, they have a voice and know how to use it.
- Engage with and build strong collaborative relationships with other VACCA programs, other ACCO’s, CSO’s and the Aboriginal community more broadly - in order to work as part of an integrated wrap-around community and service system.

Engage with and be a voice for Aboriginal children, families and communities with other external stakeholders – including all DHHS divisions, and community service providers. Provide information about Nugel practice and advocate for better service delivery for Aboriginal children and families. 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.



## 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.