

POSITION DESCRIPTION

Position	Targeted Care Packages Case Support	Position Number	TBC
Reports to	TCP Team Leader	Direct Reports	N/A
Status	Ongoing	Time Fraction	Casual
Award	SCHADS 2.1 – 2.4	Location	Morwell

OUR VISION

Aboriginal self-determination – Live, Experience and Be.

OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

POSITION SUMMARY

The Support Case Worker provides Culturally respectful support to clients and/ or carers by supporting them in tasks such as transport, attending appointments, participating in educational, therapeutic, Cultural or leisure activities. These activities are undertaken within the framework of the client's Case plan and funding allocated in their Targeted Care Package (TCP).

The Support Case Worker will liaise closely with the client's Key Worker (Case Manager) and the Team Leader in planning and delivering the support activities for the client.

KEY RELATIONSHIPS

Internal: TCP Key Workers & Team Leader, Corporate services, other program areas and colleagues, as required.

External: Clients/ carers/ family, DHHS-Child Protection & other units, Schools, Other specialist service providers- health, disability support, mental health, education & employment support, Cultural and others, as required.

KEY SELECTION CRITERIA

ESSENTIAL

- Demonstrated commitment and understanding for the values that underpin VACCA' vision and purpose

- 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
- Knowledge of the issues faced by children and young people in care/ leaving care.
- Growing knowledge and/or lived experience with an understanding of Child Protection and out of home care system
- Knowledge of the issues faced by children and young people in care/ leaving care.
- Some experience working with young people who have complex needs and behaviours and the ability to engage with young people with varying interests and abilities.
- Excellent time management skills, communication skills, reliability, accountability, and commitment to high quality client service.
- Availability to work flexible hours will be an advantage.
- A proven ability to work as part of a team.
- A willingness to participate in training programs and in supervision.

DESIRABLE

- Some experience working with young people who have complex needs and behaviours and the ability to engage with young people with varying interests and abilities.
- Growing knowledge and/or lived experience with an understanding of Child Protection and out of home care system.

REQUIREMENTS

- You must have and continue to hold a full Victorian Driver's Licence, a current employment Working With Children Check card and a clear National Police Check
- Current COVID-19 vaccination (including booster dose, as applicable)

POSITION ACCOUNTABILITIES

CLIENT OUTCOMES & CASE MANAGEMENT TASKS

The Support Case Worker is responsible for:

- Assisting the Key Workers (Case Managers) and the Team Leader in the planning of support activities for the clients
- Delivering support activities for clients and/or carers, such as transport, attending appointments participating in educational, therapeutic, cultural or leisure activities as outlined within the client's case plan and funding allocated in their TCP.
- Carrying out additional support tasks with clients and carers as determined in discussion with Key Workers and Team Leader.
- Participating in team meetings or client care team meetings as deemed necessary by the Team Leader.
- Accurate and timely preparation of case notes, ensuring all activities undertaken with clients and carers are noted and recorded.

PERFORMANCE AND PROFESSIONAL DEVELOPMENT

- Participate in supervision.
- Participate in ongoing professional development and training, as required.
- Carry out duties in accordance with the philosophy, policies, work practices and protocols of VACCA.

RELATIONSHIP MANAGEMENT

- Work in a professional manner with families and clients.
- Work in a team environment and provide support

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 from time to time
- 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 VACCA MARAM Identification responsibilities.