

POSITION DESCRIPTION

Position	Team Leader – Kinship Care	Position Number	TBC
Reports to	SPM - OOHC	Direct Reports	6
Status	Full Time	Time Fraction	Ongoing
Award	SCHADS 6	Location	Morwell

OUR VISION

Aboriginal self-determination – Live, Experience and Be.

OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

POSITION SUMMARY

Reporting to the senior program manager, the team leader- kinship program, will play vital leadership role in the morwell office. the role involves managing up to five to six caseworkers. in addition, the role will work closely with the senior program manager, to ensure intake and referrals processes are managed, with the various stakeholders and community organisations referral pathways.

The role will engage with internal and external stakeholders including child protection across a number of divisions and a range of aboriginal organisations.

This role must demonstrate a highly developed understanding of the issues that impact on aboriginal people and to work from a cultural perspective.

KEY RELATIONSHIPS

- Internal:* Lakidjeka ACSASS program, Aboriginal Children’s Healing Team, Continuous Quality Improvement Unit, Gippsland VACCA staff group, other OOHC programs within VACCA
- External:* Child Protection DHHS and other government departments, health professionals, schools, Early Years providers, other Aboriginal organizations and services, Community Service Organizations.

KEY SELECTION CRITERIA

ESSENTIAL

- Demonstrated commitment and understanding for the values that underpin VACCA' vision and purpose
- An excellent knowledge and understanding of Aboriginal culture and values and the ability to effectively communicate with Aboriginal children and their families.
- Demonstrated experience and ability in the provision of a high standard of case management practice. A demonstrated ability to mentor staff by providing them with relevant information, support, feedback about their work, and opportunities for professional development.
- A demonstrated capacity to work as part of a team as well as providing leadership to a team and capacity to allocate tasks.
- An ability to work effectively with Aboriginal organizations, government departments and community service organizations.
- Ability to advocate for Aboriginal children and to work co-operatively with child protection workers, school personnel, counsellors and other service providers
- Minimum 2 years' experience in a leadership role
- A sound knowledge and understanding of issues, policies, legislation and practices in relation to child and family welfare and in particular, children in kinship care.
- Excellent oral and written skills, with the ability to write reports, including Incident Reports and Court Reports.
- Strong computer skills with ability to learn the CRIS and CRISSP client data systems.

QUALIFICATIONS

- A Bachelor's degree in social work, child welfare, community services (or equivalent)

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

- Provide ongoing support to carers and children involved in statutory kinship care placements.
- Provide leadership to the Gippsland Aboriginal Kinship Care team located at the Morwell office.
- Oversee the daily operation of the Gippsland Kinship Care Program.
- Daily management of staff including involvement in staff training and conducting staff appraisals
- Provide 1.1 supervision to the Kinship Care Caseworkers
- Ensure that the agency meets all its responsibilities in relation to the contracting of Kinship Care cases.
- Allocate cases to caseworkers and monitor the management of the cases
- Monitor and ensure program targets for all components of the program are met.
- Ensure that data is recorded, collated and monitored for the Kinship Care Program as required by the Department of Human Services, particularly in relation to the use of CRIS and CRISSP. Prepare monthly data for Senior Program Manager.

- Check all court reports and Best Interest Case plan Reports for all cases before they are submitted to the court or the DFFH Team Manager.
- Work collaboratively with the VACCA Lakidjeka ACSASS, CHILD FIRST, Family Services, Aboriginal Family Decision Making Program, Permanent Care and any other programs involved with Kinship Care children and families.
- Attend DHS regional Working Groups and Network groups in the Gippsland region in relation to the Kinship Care Program, as well as state-wide Kinship Care forums.
- Participate in the management of Quality of Care Concerns as requested by the Kinship Care Senior Program Manager
- To liaise with the VACCA Quality Improvement Manager and Project officers regarding Agency Registration requirements and new legislative requirements
- Participate in agency meetings such as the VACCA Leadership Team, seniors, and staff meetings. Participate in supervision and training.
- Ensure Aboriginal culture is embedded throughout all aspects of the program to ensure cultural safety in all activities.
- 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.

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

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.