

POSITION DESCRIPTION

Position	Team Leader -Out of Home Care
Reports to	Program Manager - OOHC
Status	Full Time
Location	Werribee

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 70 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.

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 will play 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 following the recent decision of the Victorian Government.

VACCA is implementing cultural therapeutic ways which is an agency wide framework that underpins our work with the community, our clients and staff.

OUR VISION

Aboriginal self-determination - Live, Experience and Be.

OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

PROGRAM AREA

VACCA have an office in Werribee to service Aboriginal children and families in the Western Metropolitan area of Melbourne covering the Brimbank-Melton and Western Melbourne catchment areas. Services provided initially include: Integrated Family Services, Child First Aboriginal Liaison worker and Permanent Care. There will also be Kinship Care, Foster Care and Leaving Care programs as well as hot desks for Lakidjeka ACSASS and other programs.

POSITION SUMMARY

This role will oversee and manage a small team of case managers in the Out Of Home Care Program based in Werribee. The Team Leader will be responsible for the delivery of the OOHC program supporting children and young people living in Kinship/Foster Care placements. You will be providing regular reflective supervision to the team of case workers, you will be a strong relational leader developing and supporting the OOHC team within a critical reflective team culture.

KEY RELATIONSHIPS

Internal: Other OOHC Care programs and Family Services Programs; Lakidjeka ACSASS, AFLDM, Aboriginal Healing Program across various locations

External: Department of Human Services, child protection; other Community Service Organizations; Aboriginal organizations and services

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
- Experience working in the Victorian OOHC sector and or the Child Protection Field
- Tertiary qualifications In Human Services or a related discipline
- Demonstrated experience in team leadership and management, ability to use initiative, thinking laterally and strategically during times of pressure
- Demonstrated interpersonal communication skills: verbal, active listening, written with a variety of stakeholders within the community, including skills in negotiation
- Demonstrated ability in time management and organisational skills
- Experience and sound understanding of computer data bases such as Cris and Crissp, Microsoft office packages
- A sound knowledge and understanding of issues, policies, legislation and practices in relation to child and family welfare and in particular, children in out-of-home care.
- An ability to work effectively with Aboriginal organizations, government departments and community service organizations and Aboriginal families
- Experience in working within a variety of frameworks and models; trauma informed practice, critical reflective practice, cultural imbedded frameworks, best interests of the child, child centred practice, case management principles
- You must have and continue to hold a full Victorian Driver's Licence and a current employment working with children check card

POSITION ACCOUNTABILITIES

- Oversee the daily operation of the Foster Care, Kinship Care and Leaving Care programs.

- Daily management of staff including involvement in staff training and conducting staff appraisals.
- Provide regular 1:1 supervision to Out of Home Care workers
- Ensure the agency meets all its responsibilities in relation to the contracting of DHS cases.
- Allocate cases to caseworkers and monitor the management of the cases
- Monitor and ensure all program targets are met.
- Ensure that data is recorded, collated and monitored for the Kinship Care, Foster Care and Leaving Care programs as required by the Department of Human Services, particularly in relation to the use of CRIS and CRISP. Prepare monthly data for Executive Manager.
- Check all court reports and case plan reports for all cases before they are submitted to the court of the DHS Team Manager.
- Assist in the implementation of a Carer Support Group.
- Work collaboratively with the VACCA Lakidjeka ACSASS, Child First, Family Services, Aboriginal Family Led Decision Making Program, Permanent Care and any other programs impacting on the OOHC programs.
- Attend DHS regional Working Groups and Network groups in the West in relation to OOHC programs
- Participate in Quality of Care Concerns as requested by the Operations Manager.
- Liaise with the VACCA Quality Improvement Team regarding implementation of Quality Plans and new legislative requirements.
- 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 programs to embed these frameworks in to their practice.
- Ensure awareness and compliance by self and staff to Client Services policies, including cyber safety, substance abuse in out-of-home care, responding to children and young people with trauma related behaviour, responding to problem sexual behaviour, restraint and critical incidents

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.
- Be supportive of VACCA's culturally embedded services premised on self-determination and self-management principles.
- Commitment to upholding Aboriginal cultural protocols

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, contractual 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 AND BENEFITS

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.