

## POSITION DESCRIPTION

<b>Position</b>	<b>Out of Home Care Team Leader- Foster Care</b>
<b>Reports to</b>	<b>Senior Program Manager</b>
<b>Direct Reports</b>	<b>Senior Case Managers, Case Managers, Case Workers</b>
<b>Status</b>	<b>Full time</b>
<b>Location</b>	<b>Chirnside Park</b>

## 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

The Southern Foster Care Program works with Aboriginal children and families who live in the Southern Region of the Department of Human Services.

Foster care program aims to provide effective and targeted out of home care placements and support for children referred to the program, as well as their families.

Kinship care is the care provided by relatives or a member of a child's broader network, when a child cannot live with their parents. Statutory kinship care placements occur when child protection or authorised Aboriginal agency intervene, and a decision is made that a child is placed or remains with a relative or other community member. The child may also be subject to an order made by the Children's Court. Private kinship care (or informal or non-statutory kinship care) refers to arrangements where children are cared for by a relative or other community member without any child protection intervention. In these program guidelines, 'kinship care' refers to statutory kinship placements unless otherwise specified.

## POSITION SUMMARY

This position will provide management and leadership to Case Managers working with children and young people in Foster Care and First Supports. You will ensure that our Foster Carers and Kinship Carers receive high level support and guidance and that their views are heard within the program and in the planning for our clients

## KEY RELATIONSHIPS

*Internal:* All VACCA Programs and management team

*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
- Demonstrated experience in child and family sector
- 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

- 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
- Experience and sound understanding of computer data bases such as CRIS and CRISSP, Microsoft office packages

## QUALIFICATION

- At least 3 years' experience working in the Victorian OOHC sector and or the Child Protection Field
- Tertiary qualifications in Human Services or a related discipline

## 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

Oversee the daily operation of the Foster Care Program; including

- Supervision of case workers in the foster care & First Supports programs, including staff training and appraisals
- Oversee the day today responsibilities for case contracted and non-contracted clients; including timely provision of quarterly reports, court reports, case plans, LAC documentation and ensure every child has a Cultural Support Plan
- Oversee the day to day responsibilities for First Support ensuring Kinship carers are fully supported and the Part B assessments are completed within time frames.
- Ensure that all children have a Care Team which meet regularly
- Monitor and ensure programmatic client targets are met.
- Ensure caregiver reviews, feedback and safety checks are undertaken annually.
- Attendance at external meetings to advocate for the rights and needs of Aboriginal and Torres Strait Islander children and families as required
- Ensure that data is collated, recorded and monitored for the Foster Care and First Support Programs as required by the Department of Health and Human Services.
- Attendance and contribution at agency management meetings, Liaison meeting with Child Protection and any other agencies.
- Be involved and consulted in conjunction with the Senior Program Manager in management and reporting of critical incidents
- Participate in a roster to provide an on-call crisis service for emergencies in relation to placement of children out of working hours.

- Be responsible for maintaining and updating knowledge in relation to relevant legislation, policies, processes and templates, both internally and externally of the organisation.
- 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, 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.

## 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, 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.