



POSITION DESCRIPTION

Position	Team Leader- Community Engagement – (Cultural Connection)
Reports to	Community Engagement Program Manager
Direct Reports	Four
Status	Full Time (38 hrs pw)
Location	Based at the Werribee office

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 Community Engagement team is a newly created team within the Western VACCA office due to and out of response to the expanding environment Western VACCA has experienced over the last 12 months. Community Engagement team aims to promote and advocate for the cultural rights and development of all Aboriginal children and families involved with Child Protection (DHHS), support & promoting Aboriginal SelfDetermination.

The Community Engagement – Cultural Connection team delivers responses to meet and support:

- Aboriginal Decision making for Children in Out of Home Care (OoHC)
- Cultural support for children in OoHC
- Support children in non-Aboriginal Placements
- Capturing the voice of Aboriginal Children and their families

POSITION SUMMARY

The Community Engagement Team Leader will be responsible to support key & important outcomes that promote and advocate the cultural safety and strengthening of Aboriginal children in OoHC. The Team Leader will have direct reports supporting the delivery of program meeting their KPI and reporting. Programs and services the Team Leader will be responsible for will be:

- Aboriginal Family Led Decision Making Convenor (two positions)
- Cultural Support Planning – Senior Advisors (two positions)
- Support the development and delivery of Cultural activities

The Community Engagement TL will be providing a high level of cultural mentoring and supervision to the team in which you will lead. Leading this team, will require you to provide cultural advice, advocacy and leadership. The Team Leader of this program you will be required to build, establish and maintain to positive professional partnership with other ACCOs/ACCHOs, Department of Health and Human Services (DHHS) and Community Services Organisations.

KEY RELATIONSHIPS

Internal: Western VACCA staff

External: Government departments, Partner Organisations, Aboriginal Community Controlled Organisation

KEY SELECTION CRITERIA

- Awareness and appreciation of Aboriginal societies and cultures and an understanding of the issues affecting Aboriginal people in contemporary Australia and the diversity of circumstances of Aboriginal people



- Demonstrated strong community engagement and consultation skills with Aboriginal and Torres Strait Islander communities (particularly in the Western metropolitan region of Melbourne).
- Demonstrated project management and project coordination skills.
- Sound appreciation of Aboriginal history, the impact of past trauma, loss of meaning and land upon current culture
- Understanding the importance of hearing the voice of Children and their families - The ability to effectively communicate with Aboriginal children, their families and other members of the Aboriginal service system and community
- A demonstrated interest in and capacity to work in a culturally competent way
- Excellent people management skills including networking and developing partnerships.
- An understanding of the impact of intergenerational trauma within families living in the west
- Experience in writing and preparing high quality written reports.
- Excellent communication skills.
- You must have and continue to hold a full Victorian Driver's Licence and a current employment working with children check card.
- Commitment to VACCA's vision and purpose.

REQUIREMENTS

Current COVID-19 vaccination

- 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 AFLDM Program, and Cultural Support Planning program of a number of programs within the Western Office
- Oversee the day today responsibilities for staff of all clients within the program
- Provide consultation to staff in relation to cases and provide an expertise in the management of risk
- Monitor and ensure programmatic KPI targets are met, in partnership with Executive Manager
- To attend allocations meetings, Care Team meetings and Professionals meeting relating, in supporting Program Staff
- Chair and facilitate regular team meetings
- Daily management of staff and to be involved in staff training and appraisals
- Ensure that data is collated, recorded and monitored for all programs as required by the Department of Human Services
- Assist in the implementation of programmatic changes and program development
- Ensure high standards of service delivery to Aboriginal children, families and communities
- Ensure Aboriginal culture is embedded throughout all aspects of the programs to ensure cultural safety in all activities
- Maintaining and updating knowledge in relation to relevant legislation, policies, processes and templates, both internally and externally of the organisation
- Guiding staff within their Program/s to embed these frameworks into their practices
- 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.

PROGRAM DEVELOPMENT AND REVIEW

- Work in partnership with internal Kinship/Foster Care team and DHHS in identifying quality improvements that are necessary to efficiently and effectively deliver services.
- Attend client care co-ordination meetings as required.
- Assist in the preparation and review of Aboriginal Cultural Support Plans as required. - Promotion of Aboriginal, the Aboriginal community and other key stakeholders.
- Work collaboratively with Department of Justice and Youth Justice Workers to support the capacity of young Aboriginal people to comply with their orders and achieve planned outcomes.
- Maintain cohesive and effective working relationships with DJR Youth Justice staff, management and external agencies.
- Designing operations at the individual, family and group levels which will lead to successful outcomes for young people.
- Ensuring that the program is linked to other programs and assistance, in building and maintaining relationships with relevant stakeholders.

ADMINISTRATION

- Providing reports in an agreed format to the Community Justice Team Leader, to DHHS, and to others as required.
- Participate in relevant agency and community meetings.
- Provide and maintain ongoing case management and accurate data records and other administrative requirements including statistical reports and other correspondence.
- Ensure that case records are kept in accordance with the recording and data requirements of both the agency and the funding body.
- Maintain confidentiality at all times and professionalism in line with organisational code of conduct and values.
- Report incidents as per VACCA policies and procedures

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.