

# Position Description



<b>Job title</b>	Senior Case Worker, Family Carer Support Service
<b>Department</b>	Strengthening Families
<b>Reports to</b>	Practice Lead, Strengthening Families
<b>Date prepared/reviewed</b>	December 2019
<b>Location</b>	Multiple Uniting WA sites
<b>Position Details</b>	Permanent Full Time

Our purpose is to inspire people, enliven communities and confront injustice. We address the causes of vulnerability and disadvantage, stand for a just society and support individuals and communities to be valued and connected.

## Position Objective

Brief summary of position's purpose.

The purpose of this position is to provide support to Family Carers to meet their foster carer competencies. This is a case management position and involves working with Family Carers to assist them to develop their parenting skills and address any other issues that may be impacting on their capacity to care for the children placed in their care.

## Values and Associated Behaviours

Uniting's Values and Behaviours which inform the job holder's decisions and actions.

- **Imaginative** – We challenge convention, explore new possibilities and dare to dream for a better future
- **Respectful** – We act with honesty and integrity, and open our hearts to all people without exception
- **Compassionate** – We are nurturing, generous and thoughtful in our words and deeds
- **Bold** – We face injustice head on and stand up for what is right and true with confidence and strength.

Additionally, the role will:

- Respectfully work within the Christian ethos of the Uniting Church
- Works in a way that is consistent with Uniting WA's leadership expectations
- Operate ethically and enhance the integrity of the organisation.

## Key Responsibilities

These represent the key outputs of the job, the job's deliverables. They are not specific activities in themselves. These form the basis of the objectives and measurements set for the job holder under the Uniting Performance Management System annually.

- To provide the delivery of non-statutory child protection, social work services to families and children who have been identified as at risk (by the Department of Communities CPFS)
- Apply professional expertise to develop and negotiate client focused case plans and change strategies in consultation with clients, referring bodies and other service providers
- Effectively provide a range of interventions for children and families participating in the programme
- Strong working knowledge of strengths based practice, child development, attachment and trauma theory and how these relate to children, young people and their families who are engaged with the child protection and/or out of home care system.
- Soundly manage complex cases with appropriate levels of supervision
- Prepare written reports for internal and external review forums, stakeholders and families
- Understanding of the "peculiarities of needs" for particular subgroups engaged with Intensive Family Service for example needs of Aboriginal and/or CALD families.
- Effectively contribute to the development of programme and agency policies and professional practice
- Actively participate in professional development, supervision and team activities
- Build and maintain proactive relationships with key stakeholders and partner agencies within the sector
- Accurately maintain client and agency documentation in accordance with agency procedures
- Ensure that safety considerations are a priority in all work undertaken by employees and volunteers and all critical incidents to Team Leader
- All other duties as required.

## Standard Key Responsibilities (for all Uniting staff)

- To operate within delegated authority and comply with legal, regulatory obligations and requirements of our internal policies and procedures.
- Identify and deal (manage and monitor) with risks associated with Uniting.
- Compliance with the values and associated behaviours of Uniting.
- Compliance with the policies and procedures of Uniting including statutory policies.
- Completion of any training and associated assessments identified as a requirement of the position.

## Competencies

The knowledge and soft skill requirements necessary for this position.

- Proven ability to develop collaborative proactive relationships across the sector, particularly with the Department for Child protection
- High levels of competency in all areas of communication including preparation of written documents and reports, chairing and leading meetings, resolving conflict, and actively engaging with people of varying ages and backgrounds.
- Demonstrated administrative skills including computer literacy and capacity to maintain case files and statistical data as required

- Proven ability to coordinate, plan and facilitate case management and service delivery to families that are difficult to engage, and are experiencing multiple vulnerabilities.

## Qualifications

Education, experience and technical skills required for this position.

- Experience and understanding of Aboriginal culture and the impacts of the Stolen Generation
- Experience working with children, young people and families who have been engaged with the child protection and out of home care system
- Strong working knowledge of strengths based practice, child development, attachment and trauma theory and how these relate to children, young people and their families who are engaged with the child protection, and/or out of home care system
- Demonstrated experience and/or understanding of the dynamics working with Indigenous and CALD families
- Formal qualifications in the human service field, coupled with professional experience and skills that are linked to the key competencies of the role
- Current Drivers licence
- Current National Police Clearance
- Current Working with Children Check
- Knowledge and understanding of the Signs of Safety risk assessment framework
- Knowledge and understanding of child development and parenting skills
- Experience working with families experiencing multiple complexities e.g. mental health, domestic and family violence, addictions and disabilities.

## Additional Information

Any additional information that would be helpful to someone trying to understand the nature, scope or purpose of the position.

This role is required to engage with a number of external parties including:

- Carers/Parents/Children
- Department of Child Protection
- External agencies
- Community
- Service Users.