

Position Description



Job title	Respite Carer
Department	Children Services
Reports to	Team Leader
Date prepared/reviewed	July 2020
Location	Various Locations
Position Details	Casual

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

To provide home environments meeting the individual needs of children in the care of the CEO (DCPFS) through the Better Care, Better Service standards and best practice principles of therapeutic 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.

- Support the rights and responsibilities of children are upheld through the meeting of the Better Care, Better Service standards
- Support young person's physical and emotional wellbeing, reporting any concerns to the Primary carer
- Support case plans and implement goals
- Spend time listening to a supporting young person's providing appropriate attachment as directed by the Therapeutic specialists
- Work as a team member in providing therapeutic strategies and interventions as discussed and directed by the Therapeutic specialists and case worker
- To ensure guidelines on communication are upheld with Uniting staff
- Support a home environment in which the daily home requirements for a child are met such as healthy meals, clean clothes, tidy and clean house, appropriate private spaces, functional motor vehicle, ability to own and possess personal items, shared communal areas
- Support each young person's participation in recreational and social activities as appropriate
- Provide personal care where appropriate and required
- Encourage and support young person to make informed decisions and choices
- Assist young person in participating in the maintenance and upkeep of their home
- Training is undertaken and demonstrated within service provision
- Participate in staff meetings, training and supervision as required
- Complete other documentation as required
- Ensure that safety considerations are a priority in all work undertaken by employees and volunteers and report all critical incidents to Team Leader
- Exercise duty of care according to agency policy
- Any other duties that may arise from time to time which fall within the parameters of this role and within the level of skills, competency and training of the incumbent.

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.

- Demonstrated communication skills to record information, listen to and communicate effectively with young persons and other staff
- Demonstrated interpersonal skills to liaise with other agencies involved in the young persons' life
- Demonstrated ability to provide personal care support
- Demonstrated ability to work in a team environment, skills to work cooperatively with other staff
- High level of skills in household management and ability to perform duties of a household domestic nature
- Positive and contemporary attitude towards children in care
- Excellent negotiation and conflict management skills
- Ability to work independently, handle complex situations and be flexible
- Ability to work in ways that are congruent with the values of Uniting and the Uniting Church in Australia.

Qualifications

Education, experience and technical skills required for this position.

- Certificate IV or higher in child studies or youth work
- Current Provide First Aid certificate
- Current National Police Clearance
- Current Working with Children Check
- Child Protection Record Screening Check
- Current WA Driver's Licence
- Knowledge of Therapeutic Care practices and childhood development
- Experience Working with children in care – preferably in an accommodation service.

Additional Information

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

This role will be required to engage with the following external parties:

- CPFS and other government agencies
- Other relevant non-government service providers
- young person's families and friendship networks.

In addition, weekend and out of hours' work will be required.