

Position Description



Job title	Support Worker
Department	Family Group Homes
Reports to	Team Leader
Date prepared/reviewed	January 2020
Location	Various Uniting sites
Position Details	Permanent Full Time/Part Time, 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

The purpose of this role is to provide home environments meeting the individual needs of children in the care of the CEO (Department of Child Protection and Family Services) 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 service user's physical and emotional wellbeing, reporting any concerns to the Primary carer
- Support case plans and implement goals
- Spend time listening to a supporting service user'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 service user's participation in recreational and social activities as appropriate
- Provide personal care where appropriate and required
- Encourage and support service users to make informed decisions and choices
- Assist service user's in participating in the maintenance and upkeep of their home
- Transportation of service users to and from school, recreational activities, appointments and within the community as a whole
- Follow procedures and familiarise self with service user's profiles
- Support interventions to facilitate quality service for the service user
- Training is undertaken and demonstrated within service provision
- Participate in staff meetings, training and supervision as required
- Provide reports to Primary Carer in the event of incidents or observations
- Complete other documentation as required
- Ensure that safety considerations area priority in all work undertaken by employees and volunteers
- and 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 service users and other staff
- Demonstrated interpersonal skills to liaise with others involved in the service users' life
- Demonstrated ability to provide personal care support
- Demonstrated ability to work in a team environment, skills to work cooperatively with other staff
- Ability to perform duties of a household domestic nature
- Positive and contemporary attitude towards children in care
- Ability to participate in a broad range of recreational activities
- Excellent negotiation and conflict management skills
- Ability to work independently, handle complex situations and be flexible
- Ability to work in ways that congruent with the values of Uniting and the Uniting Church in Australia.

Qualifications

Education, experience and technical skills required for this position.

- Formal qualifications in the human service field, coupled with professional experience and skills that are linked to the key competencies of the role
- Current Senior 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 (desirable)
- Working with children in care – preferably in an accommodation service (desirable).

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
- Families/friends
- Other relevant non-government service providers
- Service User's families and friendship networks.

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