

Position Description

Title	Family Preservation & Reunification Team Leader
Business Unit	Child, Youth and Family Services
Location	648 High Street, Reservoir
Employment type	Full Time, Ongoing
Reports to	Senior Manager Care and Placement Prevention

About Uniting

Uniting Vic.Tas is the community services organisation of the Uniting Church. We've been supporting people and families for over 100 years. We work alongside people of all ages in local communities in Victoria and Tasmania. Our services reach to Albury-Wodonga in the north, Mallacoota in East Gippsland, the Wimmera region in the west, and across Tasmania.

We empower children, young people and families to learn and thrive. We're there for people experiencing homelessness, drug and alcohol addiction or mental illness. We support people with disability to live the life they choose. We assist older people to maintain their independence and enjoy life. We provide opportunities to access training and meaningful employment. We're proud to welcome and support asylum seekers to our community. We work to empower people with the information, skills and tools they need to live a healthy, happy life.

As an organisation, we work in solidarity with Aboriginal and Torres Strait Islander people as Australia's First Peoples and as the traditional owners and custodians of this land. We celebrate diversity and value the lived experience of people of every ethnicity, faith, age, disability, culture, language, gender identity, sex and sexual orientation. We welcome lesbian, gay, bisexual, transgender, gender diverse and non-binary, intersex, and queer (LGBTIQ+) people at our services. We pledge to provide inclusive and non-discriminatory services.

Our purpose: To inspire people, enliven communities and confront injustice

Our values: We are imaginative, respectful, compassionate and bold

1. Position purpose

This position delivers the Victorian Family Preservation and Reunification (FPR) Response as an evidenced based Response working collaboratively with children and families to provide a rapid, intensive and sustained intervention aimed at preventing at risk children entering or re-entering care. The response will link to and build upon existing child and family services within the broader system providing an enhanced continuum of care, provide better support, and achieve measurable outcomes.

The FPR Team Leader's supervisory and leadership skills and experience, as well as their knowledge of child and adolescent development, are key to leading a team of FPR Practitioners who will provide a relational wrap around, client centred, evidence informed case management approach. The FPR Team Leader will provide clinical and administrative supervision for FPR Senior Practitioner and FPR Practitioners; collaborate with partner agencies especially with the Child Protection Navigator in identifying eligible connections and coordinating service delivery; and contribute to the implementation of the response through participation in local governance arrangements.

The Team Leader will supervise all Practitioners, support all staff coaching, training and professional development in order to build capability and ensure model fidelity. The Team Leader will implement and record the required child and family outcome data and the expenditure of flexible support packages.

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2. Scope

Budget: Nil

People: FPR Senior Practitioner, 4-5 FPR Practitioners

3. Relationships

Internal

- Other FPR Teams
- Senior Manager
- Group Manager
- Senior Clinician AOD, Re Gen
- Other Uniting staff

External

- DFFH Child Protection- Navigators for Hume Moreland and North East Metro Melbourne
- FPR Specialist Services
- DFFH Implementation Science Leads, Practice Leads and Agency Team Leads
- Community services
- Child & Family Alliance
- Other key stakeholders

4. Key responsibility areas

Service delivery

- Coordinate the delivery of the Family Preservation and Reunification Response providing a rapid, intensive, wraparound response to meet the safety and developmental needs of children/young people and support the needs of parents.
- Ensure the delivery of intensive case management based on the FPR Response Guidelines and Best Interest Principles as defined under the Child, Youth & Families Act 2005 with an understanding of how this is integrated within evidence-based programs.
- Provide support and oversight to FPR Practitioners in providing culturally safe practice in partnership with family members, specialist and universal service providers utilising principles of the Aboriginal family led decision making and self-determination
- Work collaboratively with the Child Protection Navigator/s to coordinate connections and joint service delivery as required.
- Work closely with the DFFH implementation support leads to ensure program implementation and development is in line with requirements.
- Allocate new cases in a timely manner and ensure timelines for initial first visits are met; manage Practitioner caseloads
- Promote FPR services with internal and external stakeholders.
- Provide families with practical and emotional support, advocacy, coaching, skill building and connection to social and economic resources
- Assure availability of clinical and administrative support to FPR Senior Practitioner and Practitioners as required
- Participation in the afterhours on-call roster for FPR service users
- Participate in local area FPR Governance groups and structures to contribute to effective implementation
- Other duties as required

Finance, Quality and risk

- Participate in the monitoring of program budget and the allocation of resources with the Senior Manager Care and Placement Prevention and the Finance Business Partner
- Oversee allocation of flexible support funds and approve these to ensure consumer needs are met; maintain record of expenditure in line with agency and DFFH requirements

- In collaboration with the Senior Manager Care and Placement Prevention regularly review the FPR service, responding to consumer feedback and the needs of consumers
- Contribute to program objectives and develop quality improvement actions and plans
- Monitor the quality of client file records and undertake activities with FPR team to continuously improve
- Support the Management Team to implement systems, address adverse events and problems and assist teams in taking a proactive approach to problem solving.
- Support and participate in the Agency's continuous quality improvement process.
- Ensure the highest quality of service provision through a commitment to organisational values, policy and procedure adherence, and maintenance of positive relationships with key stakeholders
- Undertake regular supervision and performance review with Senior Manager Care and Placement Prevention

People and Teams

- Conduct regular group supervision and training for the team to assure practitioner competency in implementation of evidence-based interventions and commons elements.
- Conduct individual supervision as needed to focus on individual Practitioner needs, competencies and barriers to effective implementation of the FPR Response
- Establish, lead, coach and inspire and engaged and productive team
- Lead the team in leading practices and effective process governance
- Provide support, guidance, coaching, leadership and empowerment to the team including feedback through performance reviews and regular supervision
- Promote and maintain a positive, respectful and enthusiastic work environment.
- Provide authentic team leadership and the highest level of professional conduct in alignment with Uniting's values.
- Support the Management Team to implement systems, address adverse events and problems and assist teams in taking a proactive approach to problem solving.
- Support and participate in the Agency's continuous quality improvement process.
- Ensure that all staff are trained and have the necessary knowledge and understanding to perform their duties and comply with all relevant legislation.
- Ensure the highest quality of service provision through a commitment to organisational values, policy and procedure adherence, and maintenance of positive relationships with key stakeholders.

Personal accountability

- Compliance with Uniting's values, code of conduct, policies and procedures and relevant government legislation and standards where relevant.
- Cooperate with strategies to actively ensure the safety, protection and well-being of children who come into association with us.
- Ensure appropriate use of resources.
- Work collaboratively with Uniting (Victoria Tasmania) employees and external stakeholders in accordance with Uniting's values and professional standards of behaviour.
- Actively participate in initiatives to maintain, build upon and promote a positive and collaborative workplace.
- Identify opportunities to integrate and work collaboratively across teams.
- Take reasonable care for your own health and safety, and health and safety of others (to the extent required).
- Promote a positive safety culture by contributing to health and safety consultation and communication.
- Promptly respond to and report health and safety hazards, incidents and near misses to line management
- Attend mandatory training sessions (i.e., equal employment opportunity, health, and safety) and mandatory training specific to position.

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- Declare anything that you become aware of through the course of your engagement which may impede your suitability to work with children and/or young people.

5. Person specification

Qualifications

- A degree in Social Work, Psychology or a related tertiary qualification relevant to child and family welfare

Experience

- Demonstrated ability as a team leader, senior or lead practitioner in the child, youth and family welfare field
- Experience in working with vulnerable children and families with complex needs, preferably in a community services setting
- Demonstrated experience in engaging with families successfully and completing assertive outreach
- Demonstrated ability to assess and appropriately respond to risk for children aged 0-17 years
- A commitment to the family-centered approach and the family strengthening and empowerment models of practice
- An understanding of the 'Best Interests' Case Practice Model and Children Youth and Families Act (CYFA) 2005 and 2015 amendments
- Knowledge of child development, trauma and attachment theories

Core selection criteria

- **Values alignment:** ability to demonstrate and authentically promote Uniting's values.
- **Child safety:** Demonstrated ability to provide safe environments for children and young people and protect them from abuse and neglect.
- **Consumer centeredness** -foster, promote and implement a culture that keeps consumers at the centre of everything we do; demonstrates an awareness of and prioritises the needs of consumers; focuses on optimal outcomes for consumers.
- **Leadership** – Strong leadership and management skills and knowledge within a complex service delivery environment; ability to contribute to strategic planning and ensure the achievement of strategic goals; ability to build strong, high functioning multi-disciplinary teams and align teams with the organisational values and goals, particularly those consumer-centricity; role modelling expected behaviour; strong ability to establish credibility with staff and inspire a shared vision
- **Communication** – Strong and clear communication skills with the ability to build positive professional relationships with key internal and external stakeholders; excellent interpersonal skills; high level written and verbal communication skills
- **Teamwork** – Cooperates and works well with others in pursuit of team goals; collaborates and shares information; shows consideration, concern and respect for others feelings and ideas; accommodates and works well with different working styles of others; encourages resolution of conflict within the group; willingness to be proactive and help others; contributes to the continuous improvement of a positive, collaborative and effective work environment
- **Administrative skills** – Excellent organisational skills; high level of attention to detail and accuracy; experience in handling sensitive information and maintaining privacy; knowledge of client management systems/data bases or the ability to quickly develop competency in use of such systems; high level computer literacy skills including demonstrated experience in Microsoft Office; well developed literacy and numeracy skills
- Current driver's licence valid in Victoria

6. We are a child safe organisation

Uniting is a child safe organisation and is committed in everyday practice to ensure the safety and wellbeing of all children, at all times. As a child safe organisation, employment with Uniting is subject

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to a satisfactory national (and international where relevant) police check and relevant Working With Children Check (and NDIS Worker Screening Check where relevant) to your State prior to commencement of any paid or unpaid work and/or participation in any service or undertaking.

This position description is subject to review and may change in accordance with Uniting's operational, service and consumer requirements.

7. Acknowledgement

I have read, understood, and accepted the above Position Description

Employee

Name:

Signature:

Date: