

Position Description



Title	Inner Gippsland Integrated Family Services Worker
Business Unit	East Victoria Division
Location	Leongatha South Gippsland
Employment type	As per the Employment Agreement
Reports to	Practice Leader Client Services

1. 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

2. Position purpose

Inner Gippsland Integrated Family Services is a community program. Uniting Gippsland works in partnership with Anglicare Victoria, Berry Street Victoria and Bass Coast Regional Health to deliver the program aims.

The program has three aims:

- To divert a significant proportion of families currently reported to Child Protection services to community-based services
- Minimise clients re-reports and the progression of families into the Child Protection system
- Provide an enhanced Family Support capacity for vulnerable families including those who may not come into contact with Child Protection services.

The successful applicant will be required to be child centered within the context of the family and work in the best interests of children and youth, creating conditions for social justice and equity.

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3. Scope

Budget:

nil

People:

nil

4. Relationships

Internal:

- Integrated Case Management Team
- AOD Reunification Team
- Family Violence Counsellors
- PHN Counsellors

External

- Government Agencies
 - Homelessness Services
 - Health Services
 - Education Providers
 - Inner Gippsland Child FIRST and Integrated Family Service Alliance
 - Other community service providers as required
 - Child Protection Services
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5. Key responsibility areas

Service delivery

- With a Case Management Model undertake case work, group work, crisis response, assertive outreach, active engagement, intensive and long term interventions, working with children, youth and their families, mediation and respite.
- Undertake broad consultation activities with children, youth and their families, services and community members from the South Gippsland/Bass Coast catchments about local needs and the initiatives that would enhance service delivery to children and youth from pre-birth to 17 years of age and their families.
- Active engagement with families including assertive outreach and a capacity to work with resistant families.
- Ensuring direct support to children, youth to improve their safety, stability and development.
- In collaboration with community groups service providers and partnership members carry out specific tasks for the program across Inner Gippsland.
- Inform local communities about what enhances child and young people's safety, stability and development within the Best Interest Framework.
- Work within a cultural diversity framework ensuring the needs of all community groups and individuals are understood and met in a sensitive way
- Ensure all administrative and reporting requirements of the program are completed and submitted to the relevant organisations within the appropriate timeframe
- Other duties as directed

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Finance Management

- Maintain current and accurate records of expenditure and follow process when accessing program brokerage.

Quality and risk

- Maintain current and accurate case notes, records and statistical information.
- Undertake review and evaluation of program and professional practice.
- Participate in agency quality accreditation processes.
- Report and participate in any investigation of any incident or occurrence that may constitute a breach of any legal requirement.

Personality accountability

- Compliance with Uniting's values, code of conduct, policies and procedures and relevant government legislation and standards where relevant.
- Ensure appropriate use of resources.
- Work collaboratively with Uniting (Victoria Tasmania) employees, founding agency employees and external stakeholders in accordance with Uniting's values and professional standards of behavior.
- 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 General Manager People and Culture.
- Attend mandatory training sessions (i.e. equal employment opportunity, health and safety) and mandatory training specific to position.

6. Person specification

Qualifications

- Post-secondary qualifications in Social Worker or other Welfare related field.
- Satisfactory National police check and Victorian Working with Children Check.

Experience

- Experience in the provision of intervention /support to children, youth and their families with multiple and complex needs.
- Strong skills in need risk and safety assessment of children young people and their parents within the context of the Best Interest Frame Work.
- Experience in the management and coordination of community education or development programs

Core selection criteria

- **Values alignment:** ability to demonstrate and authentically promote Uniting's values
- **Communication:**
 - Strong interpersonal skills including a high level of self-awareness.
 - Excellent written and verbal communication and liaison skills with both internal and external stakeholders including the ability to constructively challenge systematic processes in a professional manner.
- **Organisation skills:**
 - Ability to manage competing priorities and meet deadlines.
 - Knowledge of a wide range of software and potential applications.
- **Team Building:**
 - Demonstrated ability to work in a multidisciplinary team
 - Commitment to collaborative multi-program and agency work practices.
 - Demonstrated ability to respond to and resolve conflict within the workplace

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- **Service Delivery:**
 - Strong understanding of Child, Youth and Families Act 2015 and the Best Interest Principles Framework.
 - Experience in working with families with mental health, drug and alcohol, family violence and homelessness issues.
 - Understanding of the cultural needs and culturally appropriate service response to the Aboriginal community.
 - Ability to promote Child First and Family Services within the local area.
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7. 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 to a satisfactory national (and international where relevant) police check and Working With Children Check (in Victoria) and/or Working With Vulnerable People Check (in Tasmania) **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.

8. Acknowledgement

I have read, understood and accepted the above Position Description

	Employee	Manager
Name:		
Signature:		
Date:		