

Position Description

Title	Adolescent Family Violence Case Manager
Business unit	Homeless Intake and Prevention, Eastern Melbourne
Location	291A Maroondah Highway, Ringwood 3134
Employment type	Full time Maximum term until 30 June 2022
Reports to	Family Violence Team Leader

About Uniting

Uniting Vic.Tas is the community services organisation of the Uniting Church. We have 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 are 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 are 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

Adolescent family violence services aim to reduce the incidence of family violence by adolescents and increase the safety of impacted family members. A case management model of support is provided for young people within the family context, underpinned by an assertive and engagement approach.

The service uses assertive outreach strategies to engage young people aged 12-17 years and works to address issues that may be contributing to or resulting from their use of violence. Issues may include drug and alcohol misuse, mental health vulnerability, homelessness and dis-engagement from education.

This role acts on referrals provided to the Program to provide ongoing risk assessment and safety planning with the parent or carer to enhance their safety and that of other children living in the household. Intended outcomes include a reduction in severity or cessation of family violence;

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increased safety and stability for all family members, improved emotional health and wellbeing for the young person and strengthened parenting capacity within the family.

2. Scope

Budget: nil

People: nil

3. Relationships

Internal

- Team Leader, team colleagues
- Other Uniting staff

External

- Department of Health and Human Services, Family Safety Victoria and Child Protection
 - Staff of agencies providing services relevant to the service delivery to adolescents and families
 - The Family Violence service network
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4. Key responsibility areas

Service delivery

- Receive and review referrals made to the program in consultation with team leader
- Undertake risk and needs assessments of adolescents and families
- Engage with adolescents and families in a flexible and assertive way.
- Assist young people and families to determine ways to reduce the incidence of family violence, identify relevant service pathways and advocate for support required.
- Assist adolescents and their families to complete safety planning to maximise safety of all family members and review as required.
- Respond appropriately to incidents of family violence and abuse
- Develop collaborative relationships with other agencies providing client services
- Liaise with schools, health services and other services when required
- Broker services appropriate to the young person and the family's needs
- Advocate for clients to access required services
- Other projects and duties as required.

Quality and risk

- Prepare reports and maintain accurate and up to date case notes
- Participate in regular supervision with supervisor
- Complete data recording as required
- Attend team and network meetings.
- Be mindful of personal safety and comply with relevant Occupational health and safety requirements
- Raise and report any concerns about child safety immediately

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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 a 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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5. Person specification

Qualifications

- Bachelor of Social Work or equivalent qualification, and/or experience in line with the mandatory minimum qualification requirements for specialist family violence practitioners.
- Valid Victorian driver's licence

Experience

- Demonstrated ability as a practitioner in the family violence and child, youth and family welfare field.
- Proven ability to engage families and adolescents and flexibly provide outreach services, sometimes in a challenging context.
- Proven ability to work collaboratively with families to facilitate safe and nurturing environments for children and young people including developing action plans.
- A commitment to the family centred approach and the family strengthening and empowerment models of practice especially in the context of family violence.
- An understanding of the MARAM (Multi-Agency Risk Assessment and Management) framework, the Family Violence Act (2008) and the Child Youth and Family Act (2005)
- Demonstrated knowledge of practices to engage and assure cultural safety of clients from diverse backgrounds including an Aboriginal, Torres Strait islander or CALD background, or the LGBTIQ Community.
- Well developed written and verbal communication skills including ability preparing for and conducting case planning meetings.
- Demonstrated organisational and time management skills
- Computer literacy

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Core selection criteria

- **Values alignment:** ability to demonstrate and authentically promote Uniting's values.
 - **Communication skills:** ability to actively listen, ability to be open, honest and articulate.
 - **Interpersonal skills:** strong interest in people and respect for others, the ability to suspend judgement
 - **Cooperative:** good team player, strives for cooperative and professional relationships.
 - **Conscientious:** responsible, dependable, organised and persistent.
 - **Reflective:** high level of self-awareness, ability to admit mistakes, openness to learning and development.
 - **Professional:** confident, focussed, clear about purpose, able to set appropriate personal boundaries.
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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 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.
