

Position Description

Title	Integrated Family Services Specialist Disability Practitioner
Business unit	Child, Youth & Families Services, Inner East
Location	185 Mt Dandenong Road, Croydon
Employment type	Full time Maximum term until 30 June 2022
Reports to	Team Leader Integrated Family Services

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

This position works to support vulnerable children and parents with disabilities to access disability supports and participate effectively in the National Disability Insurance Scheme (NDIS). In a collaborative, care team approach the program develops individualised therapeutically focused action plans for children, young people and their families where disability support needs are identified. The program allows for an innovative and creative response to the needs of all family members and assists in linking families with third party supports where required, including NDIS access and navigation.

2. Scope

Budget: nil

People: nil

3. Relationships

Internal

- Team Leader
- Program Manager
- Uniting staff

External

- Department of Health and Human Services Child Protection
 - National Disability Insurance Agency (NDIA)
 - Third party service providers
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4. Key responsibility areas

Service delivery

- Engage with families with children with identified disability support needs and provide case management to address a range of factors impacting on the safety and wellbeing of children and young people
- Undertake therapeutic assessments of children and families against Maslow's hierarchy of needs, trauma and attachment theory, child development and the Best Interests Case Practice Model and provide regular reports around these assessments to the program
- Assist families to navigate the National Disability Insurance Scheme (NDIS), advocating for plans that contain parenting and disability supports that assist in maintaining sustainability of care or support family reunification where possible
- Establish cooperative relationships with local disability services, such as NDIS providers, Local Area Coordinators and/or Support Coordinators and Special Disability Schools to encourage the early identification and support needs of families
- Develop a comprehensive understanding of the NDIS funded supports that can contribute to building family capacity and sustainability of care
- Develop and deliver parenting strategies to support the strengthening and stabilising of the family tailored to the individual needs of children ensuring positive behaviour support strategies are at the forefront
- Collaboratively liaise with professionals to support families in implementing children/young people's Behaviour Support Plans ensuring best practice is tailored and effective
- Coordinate monthly care team and professionals' meetings to support collaborative work with the family and all service providers and stakeholders
- Actively seek out the voice of children and young people, and advocating for their voice to be heard
- Arrange broker services appropriate to the family's needs in line with the Family Action Plan
- Advocate for families to engage in identified services
- Provide disability-related case consultations to the broader Family Services system within the Outer East Department of Families, Fairness and Housing (DFFH) area to build capacity of practitioners to navigate NDIS and disability supports
- Set priorities and manage time appropriately
- Other projects and duties, as required

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Quality and risk

- Participate in regular supervision with the Team Leader
- Maintain accurate and up-to-date case notes and data
- Participate in team meetings
- Participate in team reflective practice
- Participate in the development of individual Performance Development Plans
- 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 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

5. Person specification

Qualifications

- A degree in Disability, Social Work, Psychology or equivalent

Experience

- Demonstrated ability as a practitioner and case manager in the disability, child, youth and family welfare field
- Demonstrated experience engaging with families and successfully providing outreach services, sometimes in a difficult or stressful context
- Demonstrated experience supporting children and young people with complex needs related to their disability implementing positive behavior support
- Demonstrated experience engaging with families, sometimes in a difficult or stressful context
- Demonstrated experience providing a trauma informed approach with families experiencing stressors related to caring for their child with a disability
- Demonstrated ability to assess risk for children aged 0-17 years

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- A commitment to a family-centered approach and the family strengthening and empowerment models of practice
- Knowledge of child development, trauma and attachment theories
- Demonstrated understanding of the Best Interests Case Practice Model and Children, Youth and Families Act ('CYFA') 2005 and 2015 amendments
- Experience working with DFFH Child Protection directly or in a community service setting would be beneficial
- Strong administrative skills, including data management and program reporting
- The ability to work flexible hours to meet the needs of children, young people and families

Core selection criteria

- **Values alignment:** ability to demonstrate and authentically promote Uniting's values
- **Cultural sensitivity:** demonstrated knowledge of practices to engage and assure the cultural safety of clients from a diverse range of backgrounds, including those from an Aboriginal, Torres Strait Islander or CALD background, or the LGBTI community
- **Interpersonal focus:** strong interest in people, respect for others and the ability to suspend judgement
- **Team work:** demonstrates team behaviours striving for co-operative and professional relationships
- **Open to experience:** high level self-awareness, with the ability to admit mistakes as an opportunity for reflection, learning, and development
- **Professionalism:** professional, confident, focused, clear about purpose and able to set appropriate personal boundaries
- **Interpersonal skills:** well-developed inter-personal skills, assertiveness, negotiation and ability to manage self and emotions in conflict situations
- **Communication skills:** well-developed written and verbal communication skills, with a capacity to communicate effectively in a timely manner with a range of clients, staff, and other professionals
- **Organisational skills:** demonstrated planning, organisational and time management skills

Other Requirements

- Legal eligibility to work in Australia
- Current driver's licence valid in Victoria
- A satisfactory national police records check is a condition of this position and is repeated every three years and International police check if required
- Current Working With Children Check (Victoria)
- Compliance and understanding/familiarity with organisational policies, procedures relevant legislation (Quality management system, Equal Opportunity, Health and Safety)

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.

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