

# Position Description

<b>Title</b>	Lead Family Practitioner, Homes 4 Families
<b>Business unit</b>	Child, Youth and Family Services
<b>Location</b>	188 McDonald's Road, Epping
<b>Employment type</b>	Full Time/Part Time, Maximum Term (until February 2024)
<b>Reports to</b>	Team Leader, Homes 4 Families

## 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

As part of the Homes 4 Families Project (H4F) Homes Victoria and Department of Families, Fairness & Housing (DFFH) have funded Uniting to provide housing and family services support to assist families, currently residing in hotels, into longer term accommodation. These children and families experienced homelessness during the pandemic and were provided with hotel accommodation. The government and Uniting are now committed to supporting these families to move into longer term housing, through providing them with a home and intensive and flexible family services support for 2 years.

The Lead Family Practitioner will deliver an intensive and long-term family services response to assist children and families to move out of the hotel and into longer term homes. The Lead Family Practitioner will utilise a capabilities-based approach promoting the best interest principles to enhance the safety, wellbeing and stability of the children and family unit. This position will provide long term family services case management to a small number of families (approximately 6-8) for 2 years.

The Lead Family Practitioner role is critical in implementing a wrap around, evidence informed case management approach. The H4F team will work in close partnership with the identified partner agencies. The model will be culturally safe and utilise a relational approach that is adaptable and responsive to family and individual needs and key case management frameworks. The work is strengths based, child and family centred, integrating intensive assessment, care team planning, safety and risk planning and parenting strategies to promote resilience and self-determination.

## Position Description

### Lead Family Practitioner, Homes 4 Families

## 2. Scope

**Budget:** Nil

**People:** Nil

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## 3. Relationships

### Internal

- Team Leader
- Managers and Senior Leaders
- Uniting Homelessness and Housing teams
- Other H4F's teams
- Other Uniting professionals

### External

- Homes Victoria
- DFFH Child Protection
- Community services
- Child & Family Services Alliance
- Other key stakeholders
- Aboriginal Community Controlled Organisations

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## 4. Key responsibility areas

### Service delivery

- Delivery of the Homes 4 Families program providing a rapid, intensive, wraparound response to meet the safety and developmental needs of children/young people and support the needs of parents
- Delivery of intensive and long-term (2 years) case management service based on the Homes 4 Families 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
- Work within a culturally safe framework in partnership with family members, specialist and universal service providers utilising principles of the Aboriginal family led decision making and self-determination
- Work within the prescribed relational model of connecting and linking families to build safety and empower and create meaningful opportunities that build upon their strengths utilising a range of evidenced informed intervention strategies including the Common Elements
- Work intensively with children, young people and families to support the family preservation
- Create a Family Action Plan with the family and empower them to achieve their goals
- Demonstrate assertive outreach and creative engagement solutions with hard-to-reach families; provide outreach at flexible times with families based on their needs
- Maintain effective risk assessment to regularly assess child safety concerns and engage with other professionals to support the safety planning for children and family members
- Establish and lead care teams in line with the agreed action plan
- Strengthen the family's connection to community by meaningful engagement with community supports that will sustain the family over time and be culturally appropriate
- Access and utilise specialist resources and evidence informed frameworks that address the complex needs of family members including Family Violence, Drug and Alcohol, Mental Health, Disability and the impact of Trauma
- Create and lead a supportive care team for the family
- Work collaboratively with Child Protection as required
- Provide families with practical and emotional support, advocacy, coaching, skill building and connection to social and economic resources
- Support families to maintain their accommodation

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- An understanding of the impact of homeless and a working knowledge of the housing sector with reference to the Housing First model
- Prepare reports, service documents and maintain accurate and up-to-date client records and case notes
- Actively seek out the voice of the child and young people, advocating for their voice to be heard
- Identify opportunities for financial assistance and brokerage for families
- Participation in the afterhours on-call roster
- Other duties as required

#### Quality and risk

- Participate in regular supervision with Team Leader
- Undertake designated training and contribute to implementation of service delivery models in conjunction with the Team Leader
- Maintain accurate and up-to-date case notes, family care and action plans and data
- Participate in relevant meetings, panels and consultations
- Support and participate in the Agency's continuous quality improvement process
- 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 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
- 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

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## 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 practitioner in the child, youth and family welfare field

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- Experience in working with vulnerable children and families in a community services setting is preferred
- Demonstrated experience in engaging with families successfully and completing assertive outreach
- Demonstrated ability to assess and appropriately respond to risk for children and young people
- A commitment to the family-centered approach and the family strengthening and empowerment models of practice
- An understanding of the challenges and stigma faced by people experiencing homelessness
- 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
- Well-developed written and verbal communication skills, including the ability to prepare for and conduct meetings and implement agreed actions
- Demonstrated organisational and time management skills
- Computer literacy

#### Core selection criteria

- **Values alignment:** ability to demonstrate and authentically promote Uniting's values
- Demonstrated ability to provide safe environments for children and young people and protect them from abuse and neglect
- **Consumer centeredness:** demonstrates an awareness of and prioritises the needs of consumers; focus on optimal outcomes for consumers
- **Communication:** open, honest, articulate and flexible approach to communication – written and verbal; the ability to actively listen
- **Interpersonal focus:** strong interest in people and respect for others; the ability to suspend judgement
- **Cooperative:** demonstrates team behaviours striving for cooperative and professional relationships
- **Conscientious:** high level self-awareness, with the ability to admit mistakes, as an opportunity for reflection, learning and development
- **Professionalism:** professional, confident focused and clear about purpose and able to set appropriate personal boundaries
- **Administrative skills:** excellent organisational skills; good computer literacy skills including demonstrated experience in Microsoft Office

#### Other requirements

- Legal eligibility to work in Australia
- Current Victorian Driver's Licence
- 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)

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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.**

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**7. Acknowledgement**

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

**Employee**

Name:

Signature:

Date: