### POSITION DETAILS:

<table>
<thead>
<tr>
<th>Program:</th>
<th>Aboriginal Family Worker Project (Illawarra/Shellharbour)</th>
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<tbody>
<tr>
<td><strong>Position Title:</strong></td>
<td>Aboriginal Family Support Worker</td>
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<tr>
<td><strong>Location</strong></td>
<td>13 Greene Street, Warrawong</td>
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<td><strong>Reports to:</strong></td>
<td>Program Manager Family Support Services</td>
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</tbody>
</table>
| **Pay Level:**                  | As a charitable body Barnardos is able to pass on to its employees the benefits of a packaged salary reducing your taxed income and so increasing your take home pay.  
Barnardos Australia Enterprise Agreement Level SP4-SP8 |
| **Hours:**                      | 21 hours per week                                        |
| **Tenure:**                     | Part time position                                       |
| **Probationary Period:**        | 3 Months                                                 |
| **Annual Leave:**               | 4 weeks per annum                                        |
About Barnardos:

Barnardos Australia is one of the nation’s leading child protection charities. A non-government, non-denominational charity, we have been at the forefront of child protection for over 130 years. We believe all children deserve a safe and stable home. We work with families and communities facing issues such as violence, poverty, mental illness and homelessness to keep children safe at home. Barnardos’ extensive range of services include, family and domestic violence support, mental health support, emergency accommodation, parent education, counselling, foster care and adoption. Our evidence-based research and dedicated caseworkers and carers ensure Barnardos is well equipped to fully support, care for and nurture children in need. For more information or to donate go to: www.barnardos.org.au

Key Result Areas in 2014-2017

Key Result Area 1:
Children and young people who cannot live with their birth parents will have stability, a sense of belonging and fulfill their potential

Key Result Area 2:
Children and young people, at high risk of significant harm or highly vulnerable to homelessness will receive relevant support which enables them to be in safe care or secure independence

Key Result Area 3:
Children and young people will receive effective and well-targeted services, based on research, practice and welfare system knowledge, so as to establish high standards in Child Protection

Key Result Area 4:
Barnardos will remain a strong and viable agency to care for Australian children and young people in the future
Our Vision and Values

Barnardos Australia builds relationships between children, young people, their families and the community. We advocate for children and young people and contribute to community knowledge about their issues.

Our Vision:

All children and young people will have caring families in which they can grow safely and fulfill their potential. Families, children and young people will be valued and supported by quality services and engaged communities.

Organisational strategy

We will provide direct services to children and young people and use practice experience to promote effective policies and services for all disadvantaged Australian children and young people. We will draw on international evidence of what works, and will undertake research to develop the most effective practice. We are an active partner with communities, governments and other agencies. We are committed to children’s safety at all times.

Our Values:

Keep the child and young person central

Children and young people are our focus and must always be safe from abuse, neglect, homelessness and reach their full potential. We recognize their critical need for stable, ongoing relationships and their right to be heard and contribute to decisions about their lives.

Strengthen families

We believe in the importance of family for children and young people’s development. We support the least intrusive intervention in family life consistent with a child or young person’s safety and wellbeing.

Pursue social justice

Our work is informed by research and evidence about the ongoing damage to children’s development caused by serious disadvantage such as poverty and racism. We work with the most vulnerable children to bring them to community standard of life. We acknowledge the intergenerational transfer of these inequities.
Be persistent for change

When working for individual children and young people, we don’t give up. We confront challenges and aim to make a difference in the community’s response to children’s needs. We understand that change may be difficult but we must pursue those changes that are important for individuals or groups of children.

Take responsibility

Workers, managers, volunteers and Board members take their work seriously and realize the impact of their work for the long-term wellbeing of individual children and young people as well as the agency. We are committed to professional standards and personal responsibility and accountability for our work and actions.

Relate respectfully

We recognize the need for open and honest communication with children, young people and their families. We acknowledge and respect cultural differences. We aim for positive relationships between carers, partner agencies, volunteers, board members and employees.
About our Centre and Programs:

Here at the Barnardos Australia South Coast Children’s Family Centre, we are committed to providing high quality support and assistance to children, young people and their families.

Currently the center provides 14 programs across the Illawarra, Shoalhaven and Wingecarribee regions, which include:

- Kidstime Supported Playgroups (10 in total)
- Illawarra/Shoalhaven Family Referral Service (FRS)
- Home Interaction Program for Parents and Youngsters (HIPPY)

Family Support Services:

- Intensive Family Support Services (IFSS)
- Extended Family Support (EFS)
- Substance Use in Pregnancy & Parenting (SUPPS)
- Aboriginal Family Worker Project
- Family Worker Project (generalist)

- Bundaleer Community Development Program
- Communities for Children (Shellharbour)
- Temporary Family Care (crisis foster care)
- Kin Care
- Wonwin Djura Koori Program
- Financial Assistance (EAPA Program)

About our Family Support Services:

The Family Support programs offered through Barnardos South Coast Centre include:

**Intensive Family Support Service (IFSS)** - provides intensive in home support for families of children living with a disability in need of support. The program aims to address immediate risk and develop sustainable solutions.

**Extended Family Support (EFS)** - provides brokerage packages for families of children living with a disability

**Substance Use in Pregnancy & Parenting Service (SUPPS)** - provides intensive assistance to pregnant women (and their partners) who are using drugs and/or alcohol. The program helps with birth preparation, drug and alcohol management, financial, housing and legal issues. The program also supports maternal health, pre and post-natal care for up to three years.

**Aboriginal Family Worker Project** - provides early intervention support and parenting support, advice and referral for Aboriginal families, their kinship groups and communities.

**Family Worker Project (generalist)** - provides early intervention support for families with children aged 0 – 8 years. The program is designed to provide parenting support, facilitate parenting programs (Centre and home based) and increase client families’ access to appropriate services.
**Scope of the position – Aboriginal Family Worker**

The Aboriginal Family Support project is an early intervention program which provides flexible, in-home case management support to Aboriginal families with children aged 0-8 years of age who would benefit from additional supports. The Project provides support to Aboriginal families using a mixture of flexible, evidence based, person centered, strengths based direct service delivery initiatives.

The role of the Aboriginal Family Support Worker is to ensure that high quality services are delivered to Aboriginal children/young people and their families within a child-focused practice framework. The Aboriginal Family Support Worker will provide direct support to families and ensure best practice principles are followed in all aspects of casework.

All duties are to be delivered in a manner consistent with service guidelines and Barnardos Australia’s philosophies, policies and procedures. The role includes ensuring data collection and record keeping is up to date and in keeping with the programs contractual requirements. In addition to this the Aboriginal Family Support Worker will actively participate in the overall development of the Family Support programs across Barnardos South Coast to ensure that a high standard of service is provided to all families and children in need and that the required service standards and contractual requirements are upheld.

**Key Accountabilities/Responsibilities**

The position reports to and is supervised by the Family Support Services Program Manager who is responsible to the Centre Manager of Barnardos South Coast.

The Aboriginal Family Support Worker will have a range of key responsibilities in the following areas:

- Provide direct family support and casework services to Aboriginal families in their homes on a flexible basis. Working in partnership with families, such services will ensure that key outcomes for families accessing this program include, but are not limited to:
  - Improved parent/child relationships
  - Improved parenting
  - Increased supportive connections, such as informal social networks
  - Increased linkage and access to universal and targeted health and community services, resources and activities
  - Increased safety for children, young people and their families

- Undertake assessment, case planning and review of families accepted to the service using the Barnardos e-SCARF and MyStory case planning/management systems

- On occasion facilitate the delivery of targeted and culturally appropriate group work (parenting) programs in partnership with the Family Support team and under the guidance of the Family Services group work coordinator

- Provide respectful advocacy and targeted, timely referrals, as required and appropriate

- Utilize service delivery strategies which are informed by a strong evidence base and underpinned by family support principals of strengths based and trauma informed practice

- Attend relevant interagency and network meetings

- Develop a close identification with a range of child and family support agencies and service providers within the locality in which the project operates.
• Actively participate in strategies and initiatives which aim to ensure that a high standard of service is provided to all families and children in need who are accessing family support services through Barnardos South Coast

• Ensure that all contractual requirements are complied with and that data is collected accurately and in a timely manner

• Participate in program evaluation and reporting

Self-Management and accountability
• High level of self-awareness and commitment to critically reflective practice.
• Understands own strengths and areas for development
• Complete agency and program orientation and adhere to Barnardos Australia/Barnardos South Coast policies and procedures
• Maintain accurate and up to date files and program records
• Meet MyStory and e-SCARF case management system and other data entry requirements of the IFSS program and of Barnardos Australia
• Comply with all statutory provisions concerning your duties and responsibilities
• Participate in regular monthly supervision with your Program Manager, Family Support team meetings, staff development/training programs and community events, as required.
• Maintain personal learning and development. Take responsibility for own development and engage in professional development opportunities.
• Establish and implement professional development goals in consultation with supervisor.
• Participate in all required training
• Deliver training feedback to the Family Support team, as and when required
• Actively participate in annual appraisals
• Ensure that the Program Manager is provided with the necessary information, reports, data and advice to fulfill contractual requirements on behalf of Barnardos
• Ensure child protection and other legislative requirements are upheld and maintained
• Perform any necessary tasks as directed by the Program or Centre Manager which relates to the position within Barnardos Australia
• Liaise and work in collaboration with staff from other Barnardos South Coast programs and services
• Contribute to the day to day functioning of the program and Barnardos South Coast centre where appropriate
• Work actively to ensure the South Coast family support program team is cohesive, innovative and proactive in its response to the needs of the children and families accessing the service.

Human Resources
• Annual leave/accrued days off are managed effectively and in accordance with the policies of Barnardos South Coast
• Compliance with internal policies and external statutory obligations

Finance
• Purchase supplies and equipment through Barnardos South Coast ordering procedures
• Maintain all required and legally compliant records

Additional Duties
• Work collaboratively across the Barnardos South Coast Family Support programs to develop strong outcome focused approaches which are aligned to Barnardos vision and values
• Work in partnership with a strong outcome focused team that is aligned with Barnardos purpose, vision and values
- Build networks and external relationships which will increase the profile of, access to and influence of the work of Barnardos south coast.
- Effectively work within and engage local communities, ensuring services and resources are mobilized and are fully accessible to all those who require them.
- Work in collaboration with the Family Support program team to ensure up to date information is available on appropriate and responsive services for vulnerable children, young people and their families.
- Work in collaboration with the Family Support program team to make sure that strategies are executed to ensure that families are provided with continuous transitions across programs, should this be required.
- Cooperate with Barnardos in its compliance with the Work Health and Safety Act 2000, as Barnardos is committed to work practices that promote the highest standards of health, safety and welfare of people at work.

PERSON PROFILE

Essential Criteria (to be met upon application):

Note: This is an Aboriginal and/or Torres Strait Islander identified position.

- Tertiary qualification in social work, social &/or community welfare, or related discipline.
- Minimum of 2 years’ experience working with vulnerable aboriginal children and families.
- Demonstrated experience in engaging with, assessing and working with families where there are complex issues.
- Experience implementing plans aimed at supporting Aboriginal children and their families.
- Demonstrated experience in the delivery of parenting and other culturally sensitive group work programs such as Little Steps, Triple P and Circle of Security.
- Demonstrated ability to identify and respond to child protection issues.
- Proven ability to actively engage with vulnerable families.
- Demonstrated ability to assess and manage risks to ensure the safety of families and their children.
- Demonstrated ability to connect and maintain strong professional relationships within the Aboriginal service network.
- Current driver’s license.

Critical Performance Criteria (to be met to fulfill 3 month probation):

- Work collaboratively and productively across the Barnardos south coast family support teams/programs.
- Work in partnership with families to undertake respectful, considered and professional assessments and case management plans.
- Reliability in work attendance.
- Demonstrates a firm commitment to:
  - the principles of family support,
  - Barnardos policies and procedures and
  - compliance with the contractual and reporting requirements of the Intensive Family Support program.
- Ensures that services delivered are high quality, culturally appropriate, evidence based, child aware and trauma informed.