



Job Description Form

Senior Field Worker

Position Details

Position Number:	Generic
Classification:	Level 5
Award / Agreement:	Public Service Award 1992; relevant Public Service and Government Officers General Agreement
Organisational Unit:	Metropolitan Services / Country Services
Location:	Various
Classification Evaluation Date:	
JDF Review Date:	4 July 2018

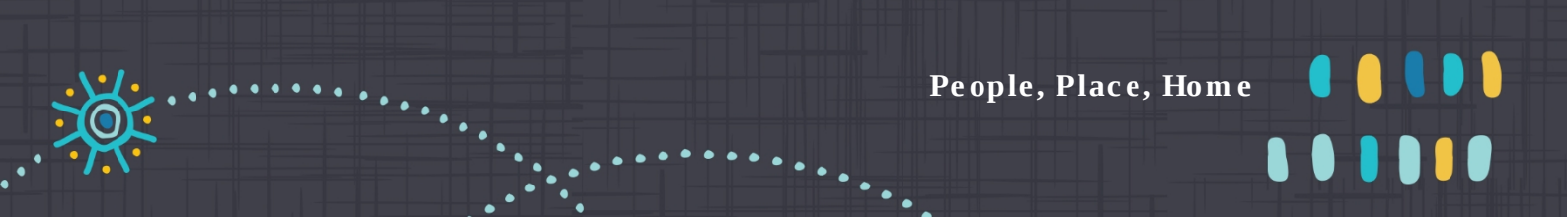
Reporting Relationships

This position reports to: Team Leader Child Protection, Specified Calling Level 3

Positions Under Direct Supervision:

This position has the following subordinates:

- Field Worker (up to 4 FTE), Specified Calling Level 1
- Customer Liaison Officer, Level 2



About the Department

The Department of Communities' mandate is fundamentally about providing pathways to individual, family and community wellbeing. The Department's direction centres on building safe, strong, secure and inclusive communities that empower individuals and families across Western Australia to lead fulfilling lives.

The Department's functions and services include disability services; child protection and family support; social and affordable housing; youth justice; community initiatives and remote regional services reform.

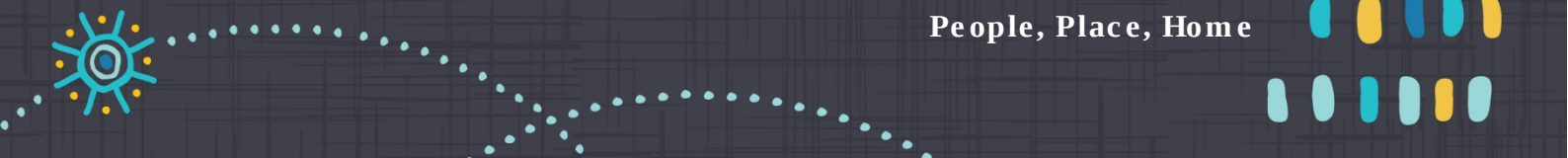
The Department provides the opportunity to implement client centred services within a single outcome based framework across community services in Western Australia. This framework also provides for a specific focus on delivering integrated, place based services, recognising that community and individual needs vary significantly between metropolitan and regional communities.

The Department promotes diversity and embraces a high standard of equal opportunity, health and safety, and ethical practice. All employees are required to comply with relevant safety procedures/guidelines and equal opportunity principles at all times.

Role Statement

The Senior Field Worker will work in the areas of Child Protection and Children in care and is responsible for:

- Providing a professional service to individuals, groups and communities within a service delivery team.
- Providing appropriate consultation to staff and other service delivery agencies.
- If required, managing a small local office and ensuring the efficient and effective use of resources, as well as representing the Department within the local community.

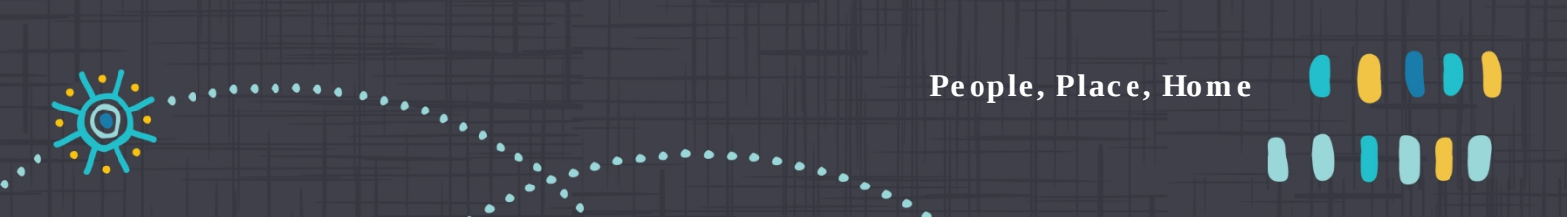


Duties and Responsibilities

- 1 Provides assessment, planning and intervention at an advance level to individuals and communities with a service delivery team
- 2 Develops and demonstrates expertise in case work and child protection methods.
- 3 Provides an appropriate consultative and support service to field staff and service providers.
- 4 When directed, manages a small local office and ensures the efficient and effective use of resources by:-
 - o Supervising, directing and supporting field and office staff in the performance of their duties,
 - o Prioritising and allocating work and ensuring that work is performed in accordance with departmental standards, practice guidelines and procedures,
 - o Representing the Department in the local community,
 - o Encouraging the fostering the development of community capacity/strengths-based approaches in addressing local issues, and
 - o Reporting to Team Leader and District Director on local issues and operations.
- 5 Researches reviews and evaluates specific areas of service delivery practice and provides advice to line manager on trends.
- 6 Contributes to the development of service delivery standards and procedures.
- 7 Undertakes field work duties of a complex nature delivering services in accordance with departmental legislation, policies and procedures.
- 8 Commitment to the application of Equal Employment Opportunity (EEO) principles duties as required.
- 9 Performs other duties as required.
- 10 Participates in emergency Management and response duties as required.

Essential Work-Related Requirements (Selection Criteria)

1. Proven assessment, analysis, analytical and intervention skills when working with vulnerable children, their families and communities.
2. The ability to build effective working relationships with a diverse range of clients and stakeholders within a compliance driven and legislative framework.
3. Knowledge and experience in working with people from Aboriginal and Torres Strait Islander or other culturally and linguistically diverse backgrounds.
4. Demonstrated ability to work as part of a team and have sound management, supervisory and leadership skills particularly in promoting quality practice and procedures, including counselling and therapeutic intervention.



Essential Eligibility Requirements / Special Appointment Requirements

1. Appointment is subject to a satisfactory National Police Clearance.
2. Appointment is subject to a satisfactory Departmental Check
3. Appointment is subject to a satisfactory Working with Children (WWC) Check
4. Possession of a current Western Australian 'C' or 'C-A' Class Driver's Licence or equivalent, and the ability to travel in response to organisational needs. This requirement continues for the duration of employment in this position and from time to time production of the licence may be required upon request by the Department.

Delegate Certification

HR Registration

4 July 2018