

JOB DESCRIPTION FORM

Position title/number:	Professional Practice Supervisor (Social Work) (18500501)		
Classification:	Specified Calling Level 3/4		
Roster:	Part-time (20 hours per week)		
Division:	Early Intervention Services		
Business Unit:	Early Intervention Services		
Reports to:	Director Early Intervention Services (18500101)		
Direct reports:	0 FTE	Office location:	Perth

Job Description

Drawing on their clinical experience, the Professional Practice Supervisor (Social Work) provides supervisory supports to Legal Aid WA Allied Social Support staff in accordance with the Australian Association of Social Work (“**AASW**”) Practice Standard 8 (Professional Supervision) and/or to meet their professional obligations, as may be required.

This role will provide expert professional supervision to mentor staff with ethical and compliant decision making, critical reflection of their practice, and building and strengthening their professional practice, as well as support staff to work with other team members to provide holistic client care.

About us

Legal Aid WA has one purpose: to see that the law protects all Western Australians regardless of poverty or disadvantage. We provide legal assistance services across Western Australia and the Indian Ocean Territories. We deliver those services through our offices in the metropolitan area and regional WA, Virtual Offices, outreach locations, and private lawyers across the State on our panels. We are funded by the State and Federal Governments, are governed by a Board of Commissioners, and we are accountable to the Western Australian Attorney General.

We are guided by our vision of providing equitable access to justice to support a fair and safe community, and we are driven by our values:

- o Client centred
- o Integrity
- o Making a difference
- o Innovation
- o Respect

Scope of Duties

Professional Supervision

Provide professional supervision to Allied Social Support staff at Legal Aid WA, in accordance with the AASW Practice Standard 8 and/or as required to meet their professional obligations, which includes but is not limited to:

- Regular and structured supervision sessions that provide a forum for reflection, learning, professional critique and replenishment. Professional supervision sessions include but are not limited to:
 - o Professional growth in the practice area including but not limited to professional practice and competence, decision making, and professional identity;
 - o Critical analysis including but not limited to critical reflection/reflective practice;
 - o Professional and personal support;
 - o Accountability in the provision of services, client management, and administration including but not limited to professional standards and obligations, ethics, and compliance;
 - o Providing a safe space for critical (self) reflection and a supportive environment for supervisees to gain insights about their practice, develop their knowledge and skills, and remain accountable to themselves, their clients, and the organisation to enable them to respond more effectively to complex and challenging situations and client needs; and
 - o Other areas, as may be required, to bridge the education-practice gap and ensure staff are acting in accordance with their professional obligations.
- Developing collegiate and confidential professional relationships tailored to meet the needs of each supervisee.
- Acting as a mentor to promote and guide healthy workload management, staff safety, and mental health and wellbeing.
- Providing additional ad hoc supervisory guidance and support to supervisees, as may be required or requested, to ensure their professional

wellbeing and to provide professional guidance on urgent or incidental matters and complex clients.

- Facilitating the ability of supervisees to meet their professional goals through access to professional training in areas such as counselling, the provision of support for clients experiencing social issues, or other relevant areas, as required.
- Advocating for supervisees on compliance, safety, and service standards as appropriate in the context of their supervisory role.
- Providing updates, as required, to the Executive Management Team on behalf of supervisees on social work/social support issues, risks, and related service planning.
- Facilitating group supervision, as appropriate.
- Perform other supervision duties, as may be required.

Operational Professional Service

- Engage in professional and clinical activities to maintain professional competency and registration, as may be required.
- Chair the Legal Aid WA internal Social Work Committee.
- Consult, coordinate, and engage with the Commission and other Legal Aid agencies across Australia to ensure consistency in practice and application of professional supervision.
- Maintain and establish good community and working relationships with all relevant internal and external stakeholders.
- Perform other duties as required.

Selection Criteria

Only the criteria in bold must be addressed in applicant's written application and resume. These and the remaining selection criteria will be assessed through interview or alternative selection methods.

Essential

- Ability to deliver Social Work-related training and provide professional supervision.
- Demonstrated clear understanding of the contemporary professional and practice issues, legislation, and policy relating to Social Work.

- Demonstrated commitment to professional practice and currency of knowledge.
- **Demonstrated experience in providing professional supervision.**
- Knowledge of social and emotional issues experienced by clients in legal matters.
- **Demonstrated understanding of working with children and families who are at high risk of exposure to abuse including from family and domestic violence, neglect, sexual abuse and physical harm.**
- Good written communication skills including the ability to develop training materials.
- **Highly developed interpersonal and communication skills including the ability to work collaboratively with internal and external multi-disciplinary stakeholders.**

Desirable

- Registered mental health practitioner.

Essential Core Competencies

These are essential criteria for appointment to all Legal Aid WA positions. Refer to the [Core Competencies Matrix](#) on our website.

- Committed to the principles of social justice
- **Values people, partnership, and teamwork**
- Willingness to learn and share knowledge with others
- Outcome and service focused

Qualifications/Licences

It is important that you set out clearly in your application a summary of your qualifications and attach a copy of relevant qualifications with your application.

- A degree in Social Work from a recognised University and eligibility to obtain membership with the AASW.
- Significant post qualifying experience in a Social Work field.
- Completion of the AASW 'Introduction to Best Practice for Supervision' training.

All appointments to Legal Aid Western Australia are subject to a satisfactory National Police Certificate and 100 Point Identification Check.