



# JOB DESCRIPTION FORM

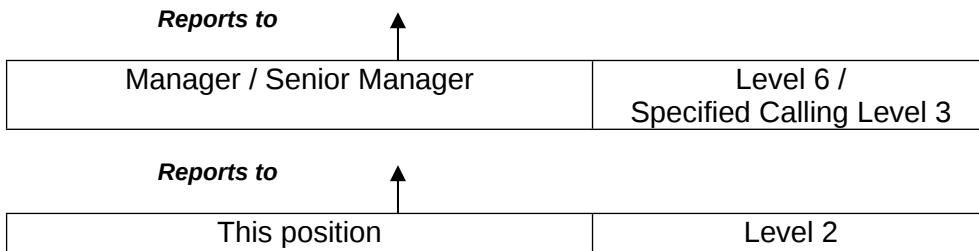
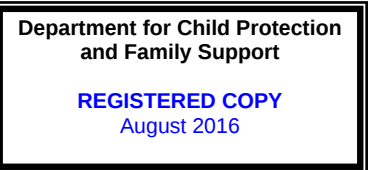
FORM 092  
05/07

## SECTION 1 – POSITION IDENTIFICATION

<b>Position number:</b>	Generic
<b>Title:</b>	Residential Care Worker
<b>Classification:</b>	Level 2
<b>Directorate:</b>	Country Services
<b>Division:</b>	Therapeutic Care Services
<b>Section:</b>	Residential Care Services
<b>Award/Agreement:</b>	Public Service Award 1992; relevant Public Service and Government Officers General Agreement
<b>Location of position:</b>	Various Metropolitan locations

## SECTION 2 – REPORTING RELATIONSHIPS

POSITION TITLE	CLASSIFICATION
Assistant Director	Specified Calling Level 4



## POSITIONS UNDER DIRECT SUPERVISION:

Title	Classification

## SECTION 3 – DEPARTMENT VALUES

<ul style="list-style-type: none"> <li>We value respect</li> <li>We value openness</li> </ul>	<ul style="list-style-type: none"> <li>We value teamwork</li> <li>We value responsiveness</li> </ul>
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## SECTION 4 – STATEMENT OF RESPONSIBILITIES

<p>The <b>Residential Care Worker</b> is responsible for:</p> <ul style="list-style-type: none"> <li>Working as a member of a team to achieve best outcomes for children and young people.</li> <li>Providing group and individual therapeutic residential care to children and young people.</li> <li>Assisting in planning, developing and implementing activities for children and young people.</li> </ul>
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<b>POSITION TITLE</b> Residential Care Worker	<b>CLASSIFICATION</b> Level 2	<b>POSITION NO</b> Generic	<b>Document Date</b> August 2016
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## SECTION 5 – KEY RESPONSIBILITIES

No	Key Responsibility Area and Related Duties
1.	<p><b>Work with children and young people</b></p> <ul style="list-style-type: none"> <li>• As a flexible and reliable team member, provides therapeutic residential care to groups and individual children and young people within the Department for Child Protection and Family Support Therapeutic Care Services Framework.</li> <li>• Creates and maintains a safe and caring environment for children and young people, including taking physical control when necessary, according to specified standards.</li> <li>• Plans, coordinates and participates in daily life and recreational activities with children and young people to promote positive growth and development.</li> <li>• Works therapeutically with children and young people who at times display challenging behaviour, in a way that is consistent with a team approach.</li> <li>• Contributes to the daily routine and activities of children and young people and provides a high level of care, engagement and supervision (inclusive of supervising around swimming pools etc where applicable)</li> <li>• Follows up on outstanding tasks and contributes toward identified outcomes for children and young people.</li> <li>• Provides accurate written case notes and recording of activities and critical incidents to assist with the record keeping and meet statutory requirements.</li> </ul>
2.	<p><b>Other duties</b></p> <ul style="list-style-type: none"> <li>• Liaises with Department, government and non-government agencies and family members when appropriate or required.</li> <li>• Performs administrative duties including data entry and provides written, verbal and computer reports.</li> <li>• Undertakes and organises housekeeping and maintenance to ensure a positive and safe physical environment.</li> <li>• Participates in training, performance management and staff development programs.</li> <li>• Performs other duties as directed.</li> <li>• Participates in Emergency Management and Response duties as required.</li> </ul>

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## SECTION 6 – WORK RELATED REQUIREMENTS

### ESSENTIAL

1. Understanding of therapeutic residential group home care of traumatised children and young people from Aboriginal and other culturally and linguistically diverse groups.
2. Demonstrated knowledge of engaging with children and young people in life skills and recreational activities, and commitment to promoting positive self-worth and development.
3. Ability to work therapeutically as a team member, to reflect on practice and evidence resilience.
4. Certificate III and Certificate IV in Community Services (Protective/Residential Care) or approved equivalent OR equivalent experience in working with or caring for troubled children and young people who have experienced trauma.

## SECTION 7 – ESSENTIAL EMPLOYMENT REQUIREMENTS

The occupant of this position will require the following prior to appointment:

- Current 'C or A' class driver's licence
- Current Senior First Aid Certificate
- Satisfactory Criminal Record and Departmental Checks
- Working with Children Check
- Assessed medical fitness to undertake the duties of the position as required by the district
- Willingness to commit to shift work, including weekends and Public Holidays

## SECTION 8 – CERTIFICATION

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

### DELEGATED AUTHORITY:

(Director or above)

**SIGNATURE:**

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**NAME:**

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**POSITION TITLE:**

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**DATE:**

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