**Job Description Form**

**Senior Child Protection Worker – Aboriginal Intensive Family Support (50d)**

**Position Details**

**Position Number:**  Generic

**Classification:**  Specified Calling Level 2

**Award / Agreement:** PSA 1992 / PSGOCSAGA 2017

**Organisational Unit:** Service Delivery Metropolitan Communities / Service Delivery Regional & Remote Communities

**Location:** Various metropolitan and regional locations

**Classification Evaluation Date:**

**JDF Review Date:** April 2017

**Reporting Relationships**

**This position reports to:**

Team Leader Child Protection, Specified Calling Level 3

**Positions Under Direct Supervision:**

This position may supervise 2-3 staff as required

**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 Child Protection Worker – Aboriginal Intensive Family Support (50d) is responsible to engage and work with identified at risk Aboriginal families to prevent the need for children to enter out of home care. Assisting and planning with District staff and others to develop community and family capacity to provide a safe environment for children and other vulnerable people is key to the role.

The aim is to strengthen families’ capacity to provide safe care by increasing child safety through the Intensive Family Support approach providing intensive in-home support services and case management for Aboriginal children in ways that are:

* Practical and flexible;
* In alignment with the Department’s case plan with the family;
* In accordance with the Children and Community Services Act 2004 and
* Responsive to the cultural needs of the family

**Duties and Responsibilities**

**1. Build safety with Aboriginal Family Connections and Networks**

1.1 Works with parents and family members to identify, engage and use safe family, other community members and supports to increase the safety of the children in the family.

1.2 Provides or arranges for services to Aboriginal families that will address child protection issues and strengthen family functioning in line with the case plan. This includes referrals to appropriate agencies based on assessed family needs and available resources.

1.3 Build and maintain a current working knowledge and relationship with local support services that can assist families

1.4 Facilitates parents understanding of the worries of the Department, and supports parents to strengthen their capacity to provide safe care and determine what needs to happen to address the safety of their child(ren).

1.5 Engages Aboriginal children, community and families using Intensive Family Support approach and practices

1.6 Participates in and/or facilitates family meetings.

**2. Cultural Advice and Support**

2.1 Provides advice and co-work support, where necessary, to other District staff to support their engagement with Aboriginal children and families.

2.2 Providing advice and expertise to District staff on Aboriginal Intensive Family Support issues.

**3. Child Protection**

3.1 Responds to reported concerns about a child’s wellbeing by making enquiries under Section 31 of the Children and Community Services Act 2004 as to whether action is required to safeguard or promote the child’s wellbeing.

3.2 Conducts and/or leads assessments and investigations on behalf of the Department under Section 32 of the Children and Community Services Act 2004 to determine what action should be taken, including assessments, to determine parental or carer capacity to protect the child.

3.3 Takes intervention action under Section 32 of the Children and Community Services Act 2004 if a child is in need of protection under Section 28 and collects evidence, prepares documents and participates in protection proceedings as required under the Children and Community Services Act 2004, Part 4, Division 2 and 3 and Part 5.

3.4 Provides advice, consultancy and training to district staff on matters concerning the care, safety and protection of Aboriginal children.

3.5 Develops and maintains expertise, knowledge and skills in the area of child protection including the provision of services and supports to Aboriginal families and communities that enhance the safety and wellbeing of children and other vulnerable members of the community.

3.6 Assists Team Leaders to ensure sound level of professional practice leading to improved outcomes for the safety and wellbeing of Aboriginal children and other vulnerable people.

3.7 Undertakes field work activities of a complex nature in accordance with departmental legislation, policies and procedures as and when required

**4. Inter-Agency and Community Collaboration**

4.1 Maintains connections and shares information with other government and non-government agencies that may have a statutory role or are providing a service to the Department in protecting children and assisting them with their education and health.

4.2 Networks and liaises with appropriate cultural and indigenous services and communities that provide an identity for the Aboriginal child/ren or family the Department is working with towards a goal of strengthening family functioning.

4.3 Liaises with the Departments contracted service providers in making appropriate referrals for individual and intensive family support and treatment.

4.4 Assists Team Leaders as required in this area.

**5. Administration**

5.1 Maintains electronic client records and case management data to Departmental standards.

5.2 Assists in the recruitment, supervision and training of other staff as required

5.3 Contributes to Departmental research and evaluation of services as required.

5.4 Manages Departmental and Government resources in accordance with Government and Departmental policy.

5.5 Complies with the requirements of the Departments Administrative Manual and the Case Practice Manual.

**6. Other Duties**

6.1 Participates in emergency response management duties as required.

6.2 Performs other duties as required.

**Essential Work-Related Requirements (Selection Criteria)**

1. Aboriginality is a genuine qualification for this position (Section 50(d) of the Equal Employment Opportunity Act 1984).
2. Proven engagement, assessment and analytical skills in working with vulnerable children and families
3. Demonstrated intervention and counselling skills as well as strong communication skills (written, verbal and non-verbal) and interpersonal skills
4. Sound assessment, analytical and interpersonal skills and experience in working in a team, particularly in promoting quality practice and procedures.
5. Demonstrated knowledge and understanding of Aboriginal culture and family structures and the ability to communicate and build strong working relationships with a diverse range of clients.
6. A tertiary qualification in social work, psychology or a relevant human service area.

**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)
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**

24 August 2018