



Aboriginal Child FIRST Worker (Identified position)

EMPLOYMENT STATUSES			
Status	Fulltime	Award	SCHADS
Hours per week	38 Hours per Week	Classification	Grade 4
Length of Term	As per Contract	Salary	As per contract
Reports to	Family Harmony PM	Additional Benefits	Access to Salary Packaging
Secondary Report	Director of Operations	PD Review Date	12 months (18/02/2020)

ORGANISATIONAL CONTEXT	
	<p>The Bendigo & District Aboriginal Cooperative (BDAC) is an ACCO (Aboriginal Community Controlled Organisation) registered as a member under the umbrella of VACCHO (Victorian Aboriginal Community Controlled Health Organisation) and represented nationally through NACCHO (National Aboriginal Community Controlled Health Organisation).</p> <p>BDAC was founded to represent and provide services to the Dja Dja Wurrung community (Jaara people) and Aboriginal residents living in the Dja Dja Wurrung boundaries. BDAC has a responsibility to ensure growth of services, development of our Aboriginal community, better and improved health outcomes for our people, improved quality of life and be a lead agency in providing employment and career pathways for Aboriginal people.</p>

LOCAL WORK ENVIRONMENT
Bendigo and District Aboriginal Co-operative provides a range of specialist services for clients based primarily in the Dja Dja Wurrung including Health and Wellbeing services, Family and Community Services and Corporate services.

POSITION OBJECTIVE
The Aboriginal Child FIRST Worker will work between Child FIRST, Njernda Aboriginal Co-operative and The Bendigo and District Aboriginal Co-operative on a weekly basis. Their role is to provide intake, assessment, support services and commence the development of support plans to ensure there is a strong link between BDAC and other support agencies.

BDAC'S VISION AND CORE VALUES	
<i>"Empowered generations belonging to strong families, culture and community"</i>	
<u>LEAD</u>	We are committed to lead as an individual, team and organisation in order to achieve positive health and wellbeing outcomes for our community.
<u>OPENNESS</u>	We will be accountable and remain transparent in the delivery of our service to clients, visitors and staff.
<u>RESPECT</u>	We treat one another with honesty, integrity, respect and value everyone's opinion and feedback.



<u>EXCELLENCE</u>	We strive for excellence in our programs and services so that we can support positive health and wellbeing outcomes for our community.
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KEY POSITION RESPONSIBILITIES

Primary Responsibilities	<ul style="list-style-type: none"> • Provide intake, response services and/or consultations about all referral for aboriginal families being referred to Family and Early Childhood. • In cases referred to Child FIRST that require home visits, the Aboriginal Child FIRST worker will conduct an initial assessment of the family's needs and begin the development of a support plan for the family. • In cases where there has been a self-referral to a mainstream agency the Aboriginal Child FIRST worker will participate in initial contacts/visits with families and the local agency to explore and advocate for cultural issues, especially cultural safety and access to Aboriginal services, will also provide continued secondary consult to Agency • Provides input to service responses and is available for consultations with any of the mainstream Family Services agencies at any stage of the work with an Aboriginal family (Secondary Consult). • Facilitate linkages between the mainstream agency and Aboriginal agencies if secondary consult has not already been provided by Aboriginal Child FIRST worker already. The Aboriginal agency will then provide the secondary consultation and advice to workers within mainstream agencies. • Active Hold Aboriginal clients for a period of 3 to 4 weeks, then refer to Available Family Services Agency in that area.
Community Development, Research and Support networks	<ul style="list-style-type: none"> • Develop and maintain external agency networks, attend and participate in Allocation meetings when Aboriginal family is being presented • Build the relationship with Njernda Aboriginal Co-op & BDAC • Increase understanding of Victorian Children, Youth & families Act 2005 and implementing the Best interest case practice and Model frame work for Families • Promote the Aboriginal Child FIRST role to external networks, Building strong links between Northern Alliance agencies • Ensure effective ongoing liaison with partner agencies, key stakeholders, services and personnel • Conduct case conferencing when required with other agencies • Inform key agencies and other service providers about social and historical factors that may be contributing to negative contacts between mainstream agencies and community members • Meet regularly with CNV and DHS to assist in the development and implementation of initiatives that improve outcomes for Aboriginal people
Administration & Compliance	<ul style="list-style-type: none"> • Model and abide by BDAC Values, Code of Conduct and Policy and Procedures; • Participate actively in and facilitate supervision and professional development activities; • Ensure that you participate in team meetings, staff meetings and other community activities as requested; • Ensure that you adhere to legislative requirements; • Ensure that you report any risks identified immediately to your line manager; • Participate within the team to ensure performance against expectations including performance management and staff development, in accordance with BDAC's policies and procedures; • Ensure that all staff are provided with and operate in a safe environment in accordance with BDAC'S OHS policies and procedures; • Participate in Continuous Quality Improvement (CQI) activities.



COMMITMENT TO SAFETY

- All children have the right to be children and live free of abuse and neglect, so they can grow, learn and develop. Everyone within BDAC is responsible for ensuring a culture of child safety; preventing child abuse and abiding by the Child Safety Principles;
- BDAC is committed to the health and wellbeing of its employees and stakeholders;
- BDAC has a zero tolerance to all forms of violence.

KEY SELECTION CRITERIA

- Understanding of an Aboriginal Community Controlled Health Organisation (ACCHO) environment and the local Aboriginal Community.
- Demonstrated negotiation and advocacy skills in working with Aboriginal families and children.
- Ability to effectively and efficiently plan and organise own workload
- Ability to work in a genuinely consultative fashion with a wide range of people
- An ability to manage stressful situations
- Ability to work independently and in a team
- Effective interpersonal skills including verbal and written communication
- Ability to problem-solve and develop strategic responses
- Basic computer skills

Preferred / Desired Education, Training and/or Competencies

- Qualification in a Social Welfare discipline or equivalent (Cert III Minimum)
- Experience in inter-agency collaboration.

CONDITIONS OF EMPLOYMENT

- Must pass a Criminal Police Record Check;
- Must pass & provide copy of Working with Children's Check;
- Must hold current full Victorian Drivers Licence and provide a copy;
- If the position is for a role specifically to provide disability services (or work that involves regular direct contact with or access to a person with a disability), BDAC will check the prospective employee against the Disability Worker Exclusion List.

EMPLOYEE STATEMENT

I have read, understood and accepted the above position description of the Aboriginal Child First Worker (identified position).

EMPLOYEE NAME:

SIGNATURE:

DATE:/...../.....