



Children's Resource Worker

EMPLOYMENT STATUSES

Status	Fulltime	Award	SCHADS
Hours per week	38 Hours per Week	Classification	As per Contract
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 (28/12/2019)

ORGANISATIONAL CONTEXT



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).

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.



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 Children's Resource Worker works to with the Family Harmony manager to deliver on initiatives that align to the state-wide children's resource programs strategic plan. They are responsible for the development and delivery of programs to children whom may have been affected by Family Violence and or Homelessness. The Children's Resource Worker will also provide individual advocacy, referral and support for children as referred and will work to increase the awareness of the impact of homelessness and family violence on children within allied service sectors.

BDAC'S VISION AND CORE VALUES

"Empowered generations belonging to strong families, culture and community"

LEAD	We are committed to lead as an individual, team and organisation in order to achieve positive health and wellbeing outcomes for our community.
OPENNESS	We will be accountable and remain transparent in the delivery of our service to clients, visitors and staff.
RESPECT	We treat one another with honesty, integrity, respect and value everyone's opinion and feedback.



EXCELLENCE

We strive for excellence in our programs and services so that we can support positive health and wellbeing outcomes for our community.

KEY POSITION RESPONSIBILITIES

Primary Responsibilities

Provide direct support to homelessness services

- Develop practice advice to improve case management and support children in homelessness services, in line with DHHS Standards
- Provide secondary consultation on issues affecting children experiencing homelessness and/or family violence
- Liaise with workers and agencies to ensure the needs of children experiencing homelessness and family violence are met
- Provide brokerage to connect children with education, family and community
- Provide skill development for practitioners working with families & children experiencing homelessness and family violence

Skills and knowledge provision

- Identify, develop, coordinate and deliver training and professional development to workers in specialist homelessness services and related sectors
- Provide information to services on:
 - data collection and information sharing
 - training, professional development
 - local, regional, statewide and national initiatives
 - policy and legislation affecting children experiencing homelessness and family violence
- Provide information on local, regional and Statewide resources available to support children and families
- Participate in and supporting regional networks focussing on the needs of children experiencing homelessness and family violence
- Develop tools to improve the support provided to children and families

Service system development

- Build the capacity of agencies and networks to meet the needs of children experiencing homelessness and family violence
- Participate in LASN's, regional and state wide initiatives
- Participate in expert advisory panels and policy making forums dealing with the needs of children experiencing homelessness and family violence
- Develop cross-sector links in the community including local council, education, health, family violence, child protection and early childhood services

Community development

- Participate in and support a regional network for children's issues
- Explore opportunities for additional resources and projects to support program aims
- Support the establishment of and/or facilitate children specific groups in conjunction and consultation with specialist homelessness services and related sectors

Research

- Promote and share good practice
- Contribute to the knowledge base through literature, conference and professional capacity building presentations

- 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;



Administration & Compliance

- 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, and a commitment to, the purpose and values of the Bendigo and District Aboriginal Cooperative
- Demonstrated understanding of and commitment to the practice of cultural safety for Aboriginal children and families
- Knowledge and understanding of the Issues the local Aboriginal community face
- Ability to effectively and efficiently plan and organise own workload
- Ability to work in a genuinely consultative fashion with a wide range of people
- Ability to work independently and in a team
- Effective interpersonal skills including verbal and written communication
- Ability to problem-solve and develop strategic responses
- Experience in community development work or similar
- Ability to write funding submissions and clear, concise reports

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 Children's Resource Worker..

EMPLOYEE NAME:

SIGNATURE:

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