



<b>Position Title</b>	<i>Aboriginal Children in Aboriginal Care, Practice Leader</i>		
<b>Department</b>	Engagement and Family Services		
<b>Reporting Manager</b>	ACAC, Program Manager	<b>Employment Status and Salary</b>	New position - Full time
<b>Location</b>	20 Rumbalara Road Mooroopna		

### Organisational Overview

Rumbalara Aboriginal Co-Operative (RAC) is recognised as a leader among Aboriginal community-controlled organisations, maintaining a high profile in the public and private sectors across research, consultancy, policy development, and partnerships. RAC operates in a culturally appropriate, sensitive, community-controlled environment that maintains a holistic approach to service provision and emphasises the importance of family and community.

RAC has been a resource, service provider and enabler of the Aboriginal and Torres Strait Islander communities of the Greater Shepparton region since 1980. RAC is a cooperative working to provide a range of supports and services including:

- Health and Wellbeing
- Positive Aging and Disability Services
- Community Services
- Asset and Infrastructure Services
- Corporate Services

RAC has an annual budget of \$19 million and a workforce of approximately 230 people. RAC is a significant employer and economic contributor to the region and plays a high profile leadership role as one of the larger Aboriginal organisations in Australia. RAC is committed to ensuring the Aboriginal people in Goulburn have certainty of access to community-controlled services.

### PROGRAM OVERVIEW

Rumbalara has been successful in their application for the pre-authorisation phase of Aboriginal Children in Aboriginal Care program (ACAC).

The ACAC program is the implementation of section 18 of the Children Youth and Families Act 2005 (CYFA). Section 18 allows the secretary of the DFFH to authorise the CEO of an Aboriginal Agency to administer functions and powers in relation to selected Aboriginal Children on Child Protection Orders. This gives the decision making and the ability to work directly with these children and families to the Aboriginal Agency.

The ACAC program starts as a Pre-Authorisation or “as if” phase. This phase allows for the organisation to take on a small number of children and to work with them, and their families “as if” the children were authorised to the Aboriginal Agency.

Rumbalara ACAC program in the “as if” phase will work closely with Child Protection to practice as close as possible to what it will be like to operate as an Aboriginal Agency authorised under section 18. After this phase is established, the organisation will be invited to apply to become an authorised agency and take on the full ACAC program.

The pre-authorisation team will consist of a Program Manager, Team Leader, Practice Leader and 2 Practitioners.

Working in this program is a challenging and exciting opportunity to have a real-world impact on the lives of children and families.

## ROLE PURPOSE

As Rumbalara take on the responsibilities for children on child protection orders, there exists a challenging and exciting role to support the development of the ACAC approach to child protection work. The Practice Leader will work with Rumbalara, the Community and the ACAC program to develop and document the practice approach.

The Practice Leader will support the program in the aspects of undertaking child protection work as an Aboriginal organisation, including; documentation, working with children and families using Culture and connection to promote safety and wellbeing, administration of the Children Youth Family Act, supporting staff to understand risks, promote safety and wholistic development of children. The Practice Leader will take a leading role demonstrating skilful engagement with children and families and mentor and support staff to develop these skills.

## KEY SELECTION CRITERIA

- Demonstrated knowledge of local Aboriginal community and the role Rumbalara plays within our community.
- Understanding of child protection work.
- Solid understanding of using Culture and connection to promote the safety and wellbeing of children and families.
- Strong collaboration skills and ability to work closely with Child Protection, as well as a range of internal and external stakeholders.
- Value and in depth understanding of Aboriginal child rearing practices.
- Knowledge and understanding of Aboriginal Culture and ability to apply Cultural practice across all aspects of the program.
- Investigative and assessment skills regarding child safety and the ability to lead staff in identifying and responding to safety concerns.
- Evidence of advanced report writing skills and ability to support the program to produce high quality written work.
- Capacity to make balanced and sound decisions in high-risk and high-pressure situations.
- Ability to manage crisis in a measured and reflective way.
- Understanding of debriefing and supporting staff through challenging events.
- Ability to work after hours and on call (when required).

## KEY RESPONSIBILITIES

### **1. Technical Capabilities**

*The Practice Leader will be responsible for the following;*

- Lead the development and documentation of the ACAC approach to child protection work.
- Support staff to work with families in ways that bring about positive changes.
- Lead practice sessions that allow for reflection and development of practice.
- Promote the programs understanding of childhood development.
- Assist in the implementation of the program.
- Work closely with the Program Manager and Team Leader to provide strong leadership for the program.
- Assist in the development of policies and procedures for the program.
- Ensure the ongoing program practice provides Cultural responses to children and their families, encouraging access to relevant Cultural connections to promote Aboriginal children's identity.
- Ensure the program adheres to relevant legislation, requirements and agreements.
- At times hold a small case load and be delegated with some supervisory roles.
- Be flexible and work after hours as required.
- Participate in supervision with a focus on professional development, accountability, and worker self-care.
- Ensure high quality written work in line with requirements and support staff to complete high quality written work.
- Participate and attend workshops and meetings with stakeholders.
- Participate in planning meetings with program teams.
- Encourage and support staff training and personal development.

- Encourage teams to promote and role model self determination to their client’s and families.
- Regularly communicate update to managers.
- Participate and facilitate team meetings and planning days.
- Support the safety and risk assessment of children and young people.
- Perform and complete any reasonable duties relevant to the position as requested by senior staff.
- Participate in afterhours on-call roster as required.

**2. Behavioural Capabilities**

- Act at all times to protect the right of the clients, including culture, confidentiality, privacy, individual choice and decision making.
- Demonstrate commitment to the Co-operative’s values and behaviours - serve the community, work together, act with integrity and respect other people (the policy is available to view on Gemba)
- Demonstrate leadership skills to staff on a daily basis.
- Provide support and proactively engage with the clients and broader community.
- Establish and maintain relationships with clients, community and Rumbalara staff and team members.
- Manage and care for oneself to maintain resilience working within a challenging environment.

**3. Administrative Capabilities**

- Attend staff meetings.
- Submit accurate timesheets and claim forms in a timely manner.
- Identify team needs to ensure staff are upskilling to fulfil their role.
- Participate in service training programs as organised by Rumbalara and / or any other training to upgrade skills.
- Ensure that all statistical data, record-keeping and other documentation are completed and forwarded on time.
- Follow correct policy and procedure directions at all times.
- Contribute to and support the organisation’s systems and processes for managing safety, quality and risk; observe and report hazardous situations or behaviours.

**QUALIFICATIONS**

A recognised Social Work degree or a behavioural related degree which includes a primary focus on child development, human behaviour, family dynamics and/or impacts of trauma; and preferably a practical component such as counselling or case work practices.

If you do not have these qualifications but strongly believe you have the ability to fulfil this role, please contact us.

**EMPLOYMENT CONDITIONS**

- All staff are required to sign a confidentiality agreement on appointment to the organisation
- A six month Probationary / qualifying periods apply to all positions.
- All staff are required to adhere to the Code of Conduct of the Co-Operative (available to view on Gemba)
- All staff are required to follow the policies and procedures to the department and the Co-Operative (manuals are available to view on Gemba).
- A commitment to equal opportunity and Occupational Health and Safety principles and practices is required
- Salary packaging is available to permanent part time and full-time staff
- Tenure of positions at Rumbalara will be tied to existing contracted funding arrangements.
- Qualification in Social Work, or related discipline.
- All employees are required to have a current Working with Children’s Check, Driver’s licence, Police check and Digital proof of vaccination.

Accepted: ..... (Employee) ..... (Employee Signature)

Date: .....

**In accepting this position, I hereby agree to the duties as set out in this Position Description**

Approved: ..... (Executive Manager) ..... (Executive Manager Signature)

Date: .....

**Details: *Engagement and Family Services***

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