



**RUMBALARA**  
ABORIGINAL CO-OPERATIVE LTD.

<b>Position title</b>	Targeted Care Package – Support Worker
<b>Position number</b>	PRO0500
<b>Employment status</b>	Full time
<b>Department</b>	Engagement and Family Services
<b>Location</b>	Rumbalara Road, Mooroopna
<b>Position reports to</b>	Team Leader
<b>Award</b>	Social, Community, Home Care and Disability Services Industry Award 2010
<b>Classification</b>	SCHADS Level 3.2

## 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 Co-operative working to provide a range of supports and services including:

- Health and Wellbeing
- Positive Ageing and Disability Services
- Justice and Community Services
- Asset and Infrastructure Services / Housing
- Engagement & Family Services
- Corporate Service.

RAC has an annual budget of \$30 million and a workforce of approximately 240 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 the Goulburn Valley have certainty of access to community-controlled services.

## Role Purpose

Targeted Care Package Support Worker you will work collaboratively to provide a high standard of therapeutic physical and emotional care to young people aged 5 to 18 years in the community and in the home. You provide

practical role modelling to carer's in the home. You will be able to apply strategies to support carers/family ensure that the home is safe and suitable at all times. You will participate in both physical and age appropriate

The focus of the Targeted Care Package is to enable and support our Aboriginal children and young people to move from residential care to more appropriate care options ie: reside with family or kin, and on preventing Aboriginal children and young people needing to enter residential care.

As a Targeted Care Package Support Worker you will work collaboratively to provide a high standard of therapeutic physical and emotional care to young people aged 5 to 18 years in the community and in the home. You provide practical role modelling to carer's in the home. You will be able to apply strategies to support carers/family ensure that the home is safe and suitable at all times. You will participate in both physical and age appropriate

#### **Key Selection Criteria**

- Ability to maintain a high standard of confidentiality and compliance and complete documentation as required
- A demonstrated knowledge of the local Aboriginal and Torres Strait Islander community and culture and an understanding of factors that influence the health and wellbeing of young Aboriginal people
- Cert 4 in community service/ Diploma of Community Services or be willing to complete
- Ability to work directly with clients, families and carers in the home and broader community to achieve outcomes as per individual plans
- Ability to provide and participate in appropriate therapeutic recreational, social and everyday family activities with children and/or young people and their carers to meet individual planned outcomes.
- Work closely within the Targeted Care Packages team to achieve consistent practices, whilst addressing individual case planned outcomes.

#### **Key Responsibilities**

##### **Technical Capabilities**

- Perform and complete any reasonable duties relevant to the position as requested by the Team Leader, Manager or Keyworkers
- Participate in afterhours / weekend respite and the on-call roster, where relevant and as required
- Organise activities for children and youth involved in family services as per the planned goals
- Liaise with RAC programs and employees, external health professionals and service providers
- Providing support in the home to the carer and provide guidance as required to support positive outcomes for the young person and placement
- Transporting young people to appointments and on planned activities
- Participating and encouraging children/young people to engage in various activities including: cooking, fishing, swimming, tennis, canoeing, badminton, basketball, dance, horse riding, camping art and other cultural activities in the community.
- Taking children/young people away for respite trips and camps as approved.
- You will be required to role model therapeutic principles of parenting under guidance from the Keyworker and or involved professionals.
- Completing accurate and timely day records and being an active team member in professional and organisational meetings is ongoing whilst maintaining client confidentiality.
- You must be able to work autonomously and work within a team as a valued member

##### **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 (a copy of this is available to view)
- 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 and support when working within a challenging operating environment.

#### **Administrative Capabilities**

- Attend all staff and team meetings including client care team meetings as required
- Submit accurate timesheets and claim forms (if applicable) in a timely manner
- 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

#### **EMPLOYMENT CONDITIONS**

- Have a current National Police Check
- Hold a valid Driver's License, without restriction
- Hold current Employee Working with Children's Check
- A valid Vaccination Certificate in accordance with the government guidelines
- All staff are required to sign a confidentiality agreement on appointment to the organisation
- 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)
- All staff are required to follow the policies and procedures to the department and the Co-operative (manuals are available to view)
- 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 RAC will be tied to existing contracted funding arrangements