

Employee Position Description

Position Details:		
Position Title: Integrated Family Services Case Worker	Department: Parenting and Family Services	Agreement: Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement 2022
Reports To: Manager Parenting and Family Services	Location: Camberwell Camcare	
Direct Reports: N/A	Employment Status: Max Term 22.10.25 0.8EFT	Classification: Level 5 (pay point dependant on exp)
Position Primary Purpose		
Promote the safety, stability and development of vulnerable children, young people and their families, and to build capacity and resilience for children, families and communities. Liaison with the Department of Human Services Child Protection, the Inner East Integrated Family Services Alliance and local agencies as directed by Manager of IFS.		
Decision Making Authority		Key Relationships
Decisions made independent of Manager Provide case planning, management and support to families assessed as appropriate for the IFS program.		Internal - IFS team, Community Portfolio and Access HC - Supervision with Manager IFS and/or Senior Manager Camcare External - Consultation where necessary with Community Based Senior Child Protection Practitioners (CBSCPP). - Liaison with the Inner East Integrated Family Services Alliance in support of a productive partnership model. - Liaison with agencies involved with families, especially Child Protection, Education providers and the Inner East Integrated Family Services partners.

This position description provides a comprehensive, but not exhaustive, outline of the key activities of the role. AccessHC employees will therefore be expected to comply with manager's directions when and as required, which may include completion of duties not listed in this document.

Key Accountabilities				
Focus Areas		Responsibilities		
Direct Client Work		• Work within a Child-focused, Family-centred approach to service delivery; • Utilize a full range of outreach strategies in order to engage with families who may be reluctant to use the service; • Provide an in-home and agency-based service as required; • Work with families to strengthen parent capability to provide basic care, ensure safety and promote their child's development • Establish a working relationship with families that demonstrates respect and honest communication, particularly about protective concerns and consequences; • Negotiate realistic and achievable Child and Family Action Plans, in consultation with all family members ensuring active participation in decision making; and the inclusion of other relevant parties, which will be reviewed during the intervention period. • Participate in the development and delivery of group work for children and or parents		
Case Management		• Undertake comprehensive strengths-based needs assessment of client families, with a particular focus on risk assessment for high need cases; incorporate both the individual and systemic perspective; • Undertake case management responsibilities, where appropriate; • Consult where necessary with DHHS Community Based Senior Child Protection Practitioners (CBSCPP). • Work together with families to improve community connections and access to community resources. • Ensure familiarity with a range of recognized, relevant therapeutic approaches and strategies, relevant to working with families.		
File Management		• Ensure that program requirements regarding case records, statistics and other data collection requirements are fulfilled.		
Organisational Practice		• Actively participate in regular supervision and reflective practice with IFS Manager and/or Senior Manager IFS • Attend staff meetings, team meetings and staff training. • Participate in a learning culture, to ensure acquisition of new techniques and strategies that add to the service's repertoire of knowledge and skills. • Participate in community networks.		
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Key Accountabilities	
Focus Areas	Responsibilities
AccessHC Values	Through actions and behaviour, demonstrate AccessHC Values of; <i>Equity, Collaboration, Integrity, Accountability, Innovation</i> and <i>Excellence</i>.
Governance and Compliance	- Act in accordance with AccessHC's policies, procedures and code of conduct. - Maintain updated and valid credentials in accordance with relevant legislation and industry requirements where applicable to the position. - Participate in mandatory training requirements to support the delivery of a safe and effective service.
Workplace Health and Safety	- Act in accordance with health and safety policies and procedures at all times. - All staff are required to take reasonable care for their own health and safety and that of other personnel who may be affected by their conduct.

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Selection Criteria				
Mandatory selection criteria items • Police Check • International Police Check • Working With Children Check • Valid Driver's Licence • NDIS Screening Check		Attributes we value • Strong communication and interpersonal skills • Demonstrated capacity to communicate effectively with diverse stakeholders. • Knowledge of attachment theory and the impacts of trauma is highly desirable • Experience in working with families in crisis, including a capacity to practice active engagement. • Ability to think broadly in relation to child and family action planning, at the same time focusing on specific issues for resolution. • Demonstrated ability to relate to people from a diverse range of social, cultural and ethnics backgrounds • Demonstrated ability to work in a team environment • Demonstrated behaviours consistent with AccessHC values		
Key selection criteria items • Tertiary qualifications in Social Work, Psychology, or a related discipline/eligibility for membership with a relevant professional body such as AASW or APS • Proven experience in the Community Services Sector, with a strong focus on the Child and Family Welfare System • Well-developed risk assessment skills and sound understanding of the Best Interests Case Practice Framework • Demonstrated theoretical understanding and practical experience in both individual and systemic casework approaches • Experience working with families in crisis, with a capacity for active engagement and relationship-building. • Solid understanding and working knowledge of the Children, Youth and Families Act 2005, the Child Wellbeing and Safety Act 2005, and other relevant legislation. • Proficiency in Microsoft Office and case management or client information systems.				
<i>Access Health and Community is an equal opportunity employer committed to providing an inclusive working environment that embraces and values all people, regardless of cultural background, age, gender identity, sexuality or lived and living experience. We value the diversity and strength of Aboriginal and Torres Strait Islander cultures and are committed to delivering on our vision for reconciliation through our recruitment and employment practices. Access is required to undertake compliance checks; however, a record of criminal history does not preclude applicants from applying for suitable positions. All applications will be assessed on a case-by-case basis and managed in a confidential and practical manner.</i>				
Authorisations				
Employee Name: Signature: _____ Date: / /		Manager Name: Signature: _____ Date: / /		
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