



Position Title	FAMILY SUPPORT WORKER – VCP
Position Detail	Nil Direct Reports Casual Reports to VCP- Support Co-ordinator
Position Purpose	<p>The purpose of this position is to provide support and assistance to families and ensure the safety and wellbeing of the children and promote family independence.</p> <p>Working alongside the parents/caregivers to provide protection for the children while engaging with all the children in your care.</p>
Key Success Measures	All assignments completed in accordance with the goals set and outcome expectation, as advised at commencement of each family assignment.

KEY RESPONSIBILITIES

- Implement, where required, routines for families. This may include, but not be limited to hygiene routines, school routines, cooking and meal planning, mother craft and new born routines
- Implement age appropriate activities
- Support and supervise within the family home as instructed by the VCP Support Consultant/ Co-ordinator to ensure all goals are met
- Engagement of children and parents/caregivers where appropriate
- Ensure any charts or communication books are completed throughout your shift
- Ensure Progress Summaries are submitted back to Zest Care immediately after the End of your shift
- Attend planned meetings where required to provide feedback on work within a family
- Attend planned training sessions at Zest Care or other site as deemed necessary
- Ensure all Zest policies and procedures are strictly adhered to at all times
- Maintaining of complete confidentiality, not sharing with the family any information you have been given
- Maintain professional boundaries with the family – no sharing of your personal information at any time
- Contribute to a collaborative outcome by sharing all information gained whilst in the family home



- Communicate with Zest office staff if you are unsure of any instructions
- To assist the parent/caregiver in their provision of care, and not to become the primary caregiver
- Ensure attendance to all shifts is in a timely manner, and should you not be able to attend, to notify Zest with no less than 2 hours' notice, but preferably as much notice as practicable
- Ensure timesheets are signed in and out by the family and submitted to Zest for processing on time each week

ESSENTIAL SKILLS AND EXPERIENCE

EXPERIENCE

- Minimum 12 Months experience working with Children/ Families within Community Services, Child Care, Social Support, Disability or similar industry
- Previous experience in managing challenging behaviours

SKILLS

- High levels of empathy and engagement and the ability to express both professionally
- Familiar with babies and children, their development and their routines
- Understanding of people with disabilities, particularly Mental Health and their care requirements
- Attention to detail and excellent observation skills
- Flexible attitude with a mature approach to work

QUALIFICATIONS AND LICENSES

- Tertiary Qualification (Or working towards) in Community Services, Child Care, Social Work, Mental Health or Disability OR equivalent experience
- Current First Aid and CPR certification
- Current Working With Children Check number
- Police Check issued within 6 months
- Current Driver's License (Desirable)