



Practitioner – Aboriginal Kinship Care

Salary Range \$93,880- \$98,128

Aboriginal and Torres Strait Islander people are strongly encouraged to apply

Your new employer

Aboriginal Family Support Services is a lead, Aboriginal Community Controlled Organisation that has been providing services to Aboriginal families and communities across South Australia for over 40 years.

Your new role

The position of Practitioner works closely with and reports to the Manager Aboriginal Kinship Care to value-add to all functions of the Kinship Care Team. This includes a key responsibility for supporting AFSS Kinship Liaison Officers, Assessment and Support workers in their assessment and ongoing support of AFSS kinship carer households and the Aboriginal children they care for. It also includes functional responsibility for the management of care concerns, file audit and quality assurance processes within the team and employee development and support.

Who we are looking for

You can you engage with, support, guide and mentor employees to fulfil their capacity? Do you have experience in providing support to a diverse team and a natural flair for quality assurance processes? Are you a person who has attention to detail? Are you resilient, energetic and engaging? Do you have a strong commitment to social justice?

To be successful you will need

- A South Australian Working With Children Check (WWCC)
- An NDIS Worker Check
- Safe Environment – Though Their Eyes (formerly Child Safe Environments)
- Eligibility to work in Australia
- A current Australian Drivers Licence
- Tertiary qualification in Human Services, Social Work, Social Sciences or Psychology is essential.

Don't have a WWCC or NDIS Worker Check? Apply online at www.screening.sa.gov.au

Ideally you will have

- Extensive experience as a practitioner in the child protection area. Experience in working with teams in the delivery of services in addition to working in Aboriginal communities and representatives across the Government and NGO sectors.

Working in a not for profit agency you can salary sacrifice to increase your take home pay.

If this sounds like you scroll down to view the Job & Person (J&P) Specification.

Then tell us in a 2 page cover letter (that addresses the Key Result Areas in the J&P) why you're a good fit for this job and send this with your resume to recruitment@afss.com.au

For more information please call Manager Aboriginal Kinship Care Susie Crisa on 0499 889 720 **(Business Hours, 9am-5pm Mon-Fri)**

Applications close 9am on Monday 15 July 2024

We look forward to receiving your application, however if you do not provide a 2 page cover letter addressing your skills and experience against the Job and Person Specification, we are unlikely to consider your application. . AFSS reserves the right to commence interviews prior to closing date, and may fill the role if a suitable candidate is identified.



Aboriginal Family Support Services

Job and Person Specifications

Job Title: **Practitioner (Aboriginal Kinship Care)**

Employee Name:

Program Overview	AFSS Aboriginal Kinship Care team assess, train and support AFSS Kinship carers across greater metropolitan Adelaide and regional areas throughout South Australia. This includes receiving referrals from DCP for kinship carers as options for the placement of Aboriginal children and young people who are unable to reside with their birth families; the assessment and training of Temporary carers; the provision of culturally appropriate support for AFSS Kinship carers who have Aboriginal children and young people in their care;
Position Objective	The position of Practitioner works closely with, and reports to, the Manager Aboriginal Kinship Care to value-add to all functions of the team. This includes a key responsibility for supporting Kinship Liaison Officers and Assessment Officers and support workers in their assessment and support of AFSS kinship carer households and the Aboriginal children they care for. It also includes functional responsibility for the management of care concerns, file audit and quality assurance processes within the team and employee development and support.
Reporting Relationships	The Practitioner reports directly to the Manager, Aboriginal Kinship Care. The Manager, Aboriginal Kinship Care reports directly to the Senior Manager Specialised Services.
Funding	Department for Child Protection (July 2024 to June 2026)
Award & Salary	Social, Community, Home Care and Disability Services Industry Award 2010: - Salary Range: Level 5
The Job	Job Specification
Key Result Areas	The Key Result Areas outline the key expectations of the Practitioner. They align with the requirements of the DCP Service Agreement and with AFSS Strategic and Operational Plans and AFSS Policies and Procedures. The Practitioner will be required to participate in regular supervision against each of the Key Result Areas as detailed below.
<u>Key Result Area 1</u> Supporting our employees & their carers	As part of the Aboriginal Kinship Care team, the Practitioner: <ul style="list-style-type: none"> - Provides practice guidance, training and coaching to Aboriginal Kinship Care employees, especially those supporting carers, in their care of Aboriginal children who are assessed as having complex needs and or behavioural presentations - Provides or sources training, on-the-job coaching and mentoring to employees, to assist with development of skills, knowledge and capabilities to better support their carers - Works collaboratively with the Manager, Aboriginal Kinship Care, to strengthen case practice and to guide Kinship Liaison Officers and support workers in their support of carers to ensure the ongoing safety, stability and development of children and young people in care - Assists in providing formal and informal debriefing and reflection opportunities for team members as required.
<u>Key Result Area 2</u> Care Concerns	The Practitioner: <ul style="list-style-type: none"> - Is responsible for reviewing, managing and responding to care concerns as they impact on AFSS carers and the children they provide care to - Coordinates and convenes regular meetings with AFSS Kinship Liaison Officers and support workers to develop processes for responding to care concerns, identifying trends and subsequent training opportunities - Works closely with Kinship Liaison Officers and support workers, DCP (DCP Social Workers, CARU, Care Concern Management Unit) to efficiently address, manage and close matters raised through care



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	<p>concerns</p> <ul style="list-style-type: none"> - Manages and ensures the completion of care concern outcomes including monitoring and assisting with any actions that arise out of the care concern process.
<p><u>Key Result Area 3</u></p> <p>Quality Assurance</p>	<p>The Practitioner works with the Manager to undertake quality assurance activities as they relate to the functions of Aboriginal Kinship Care including:</p> <ul style="list-style-type: none"> - File audits of carer files to ensure compliance in line with child protection legislation, DCP and AFSS requirements - Review and analysis of Kinship care assessments undertaken by Assessment Officers prior to their submission to DCP - Provision of case and practice support to Kinship Liaison Officers and support workers, particularly for high needs placements - Ensure AFSS policies, procedures and practice reflects current child protection legislation, regulations and requirements as amended by DCP.
<p><u>Key Result Area 4</u></p> <p>Administration & Transparency</p>	<p>Actively manage and oversee the completion of administrative tasks including data reporting and the use of AFSS processes and tools to manage workloads and priorities:</p> <ul style="list-style-type: none"> - Submitting high quality reports that are factual, clear and concise and adequately respond to the information required by Senior Managers, the Chief Executive and funding bodies - Ensuring that all client contact and engagement is appropriately documented and recorded on AFSS data collection systems – CRM, DEX, H2H (and other data systems as required) - Making use of the appropriate time keeping processes at AFSS including the Attendance System and the use of Outlook Calendar to record daily movements, meetings and other work related commitments - Ensuring that Application for Leave forms and supporting documentation (Medical Certificates or Statutory Declarations) are lodged within appropriate timeframes.
<p><u>Key Result Area 5</u></p> <p>Service Excellence & Continuous Improvement</p>	<ul style="list-style-type: none"> - Maintain and model an ongoing commitment to continuous improvement in the provision of services to internal and external customers by: - Actively demonstrating a commitment to Service Excellence across AFSS - Demonstrated ability to function autonomously when required as well as a strong focus on teamwork - Abiding by AFSS policies and procedures, and Strategic and Operational Plans - Participating in continual improvement processes across all levels of AFSS - Act as an ambassador for AFSS during all interactions with clients, communities, partner agencies and services. - EEO/Diversity – All AFSS employees must recognise and adhere to the principles of Equal Opportunity. This means being non-discriminatory in all they say and do and recognising and accepting the value of diversity within the AFSS and broader community. - Probity – All AFSS employees must undertake all their duties in an open and honest manner. Employees must never use their position for personal gain either directly or indirectly. AFSS employees are obligated to recognise and report any instances where a conflict of interest may arise either for themselves or other AFSS employees. - Customer Service – All AFSS employees are required to make a commitment to providing the highest level of Customer Service to all those people and organisations that they deal with while undertaking their duties.



Aboriginal Family Support Services

Job and Person Specifications

	<ul style="list-style-type: none"> - Continuous Improvement – All employees at AFSS are required to undertake their duties in an environment whereby the commitment to continuous improvement is a core value and accompanies all activities.
The Person	Person Specification
Qualifications	Tertiary qualification in Human Services, Social Work, Social Sciences or Psychology is essential.
Experience	Experience in working with Aboriginal individuals, families and communities or the ability to do so is essential. Experience as a practitioner in similar type roles will be highly regarded.
Skills	Skills in managing multiple tasks and deadlines and in working closely and efficiently with a range of internal and external stakeholder's across the child protection system are highly desirable.
Knowledge	Demonstrated understanding and knowledge of the child protection system, high-level organisational skills, communication skills, analytical writing skills and an ability to positively interact with AFSS employees, clients, prospective carers, key stakeholders and Aboriginal communities.
WHS	<p>AFSS is committed to WHS across all activities and program areas and all employees are required to actively participate in WHS policies, practices and procedures.</p> <ul style="list-style-type: none"> - Ensure understanding of and compliance with all current organization policies, procedures and work practices relevant to Occupational Health Safety and Welfare in the workplace - Take personal responsibility for adopting safe work practices in all activities undertaken including ensuring no activities undertaken will adversely affect the health safety and welfare of other persons - Obey all reasonable instructions in relation to health and safety at work - Participate in the development of site and agency based policies and procedures where required - All AFSS employees have an obligation to work safely at all times and not endanger their own well-being or the well-being of others. This includes employees at AFSS as well as members of the public. Furthermore all employees are obligated to report any hazardous circumstances or potentially hazardous circumstances as soon as they become aware of them.
Travel	Intrastate travel will be required as part of this role and includes a requirement to fly on smaller planes (REX and Sharp). Out of hours work may be required from time to time.
Licences & Screening	All Aboriginal Kinship Care positions require employees to hold and maintain current: Drivers Licence, Safe Environments – Through Their Eyes and a Working With Children Check.
General	The above is not an exhaustive list of duties and you will be expected to perform different tasks as necessitated by your changing role within the organisation and the overall business objectives of the organisation.

Signatories

Employee's signature

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Employee's name

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Date/...../.....

Employer's signature (Chief Executive)

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Employer's name

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Date/...../.....