

# Child & Family Practitioner Out of Home Care

## Position

This position is within Child & Family. It is part of out of home care teams.

This position reports to the Team Leader

Reporting line may vary depending on location and service size

This position does not have any direct reports  This position may have direct reports, positions vary

This position has the following direct reports:

This position is designated Band 7 under the *Schedule of Authorities and Delegations*

This position is a budget holder  This position has designated revenue targets

This position is an Aboriginal & Torres Strait Islander identified position

This position does require a working with children related clearance

## Purpose

The purpose of this position is to use strength based frameworks to work intensively with children and young people who have been placed in out of home care by undertaking comprehensive assessments to develop, implement, monitor and review client plans with the aim of increasing safety, security and stability and maintaining connections with birth families and culture.

## Focus

- To achieve this purpose, the position holder would typically:
- Work with a range of designated clients. The number of clients will depend on factors such as phase of intervention, complexity, and geography. Practitioners may work with individuals, or multiple stakeholders relating to the child or young person, their birth family and foster and/or kinship carers.
- Engage clients including children and young people, and their birth families and foster and/or kinship carers, where appropriate, using appropriate assessment and risk minimisation processes.
- Work with clients to undertake comprehensive assessments to develop, implement, monitor and review their client plan and outcomes that identify strengths as well as areas of risk, ensuring children and young people are actively engaged in the process.
- Ensure client plans are shared openly with clients, and where applicable, other agencies.
- Develop contact schedules and conduct regular contact visits as the 'key worker' for the client
- Coordinate with other service providers including government departments and agencies, schools, health services, GP's and allied health providers to ensure services are delivered.
- Conduct carer reviews and provide support, supervision and training to foster and relative/kinship carers
- Organise and facilitate looked after children (LAC) reviews
- Coordinate with other service providers including government departments and agencies, schools, health services, GP's and allied health providers
- Assist clients to engage with wrap around services directly, as appropriate.
- Depending on the requirements of the service, may be required to plan, develop and facilitate or co-facilitate groups and workshops relating to the service.
- Attend review meetings, case conferences, worker meetings and consultation meetings and ensure appropriate documentation is kept.
- Make appointments and provide transport for clients when required.
- Support a small team of Support Workers to provide a better service to our clients and understand their complex needs through coaching, information sharing and informal learning.
- Document and create reports on client services and client changes using technology and paper based systems in a clear, logical, understandable and timely way.
- Advise the Team Leader of any significant changes or concerns regarding the client, their home environment, wellbeing, their services, or other risks, as soon as possible.

- Make child protection reports to the community services helpline when assessed as necessary, in consultation with the Team Leader or Manager.
- Advise the Team Leader of any performance concerns regarding Support Workers for assistance in resolving. Formal performance processes will be managed by the Team Leader.
- Document work hours, kilometres travelled, reimbursements and other employee records in the timeframes required

**When things are going well we would expect to see these outcomes:**

- Outcomes**
- The way we work with clients is effective and appropriate interventions aligned to a strengths based framework are utilised
  - Children and young people have an increased sense of safety, security and wellbeing
  - The way we work with clients is planned, coordinated, and well documented
  - The most effective outcome for the client is identified
  - Clients feel they are able to participate in decisions affecting them
  - Improved outcomes for clients are identified as an outcome of service delivery

**We work collaboratively with others, however this position works close closely with:**

- Relationships**
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| <p>Within The Benevolent Society:</p> <ul style="list-style-type: none"> <li>• Support workers</li> <li>• Other Child &amp; Family Practitioners</li> <li>• Manager, Practice Support</li> <li>• Managers</li> </ul> | <p>Outside The Benevolent Society:</p> <ul style="list-style-type: none"> <li>• Clients</li> <li>• Birth families</li> <li>• Foster and kinship carers</li> <li>• Other service providers and agencies</li> <li>• Wrap around services such as schools, allied health</li> </ul> |
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**To achieve the position purpose and outcomes the position holder will need to have:**

- Individual**
- Degree qualified in social work, early childhood, psychology or similar
  - At least 12 months case management experience working with at risk children, young people and/or families in a child protection focused role, including experience undertaking comprehensive assessments
  - Excellent understanding of child protection issues and client vulnerabilities such as drug and alcohol use, domestic violence, mental health issues, and the impact of trauma and the effect on child behaviour and development
  - Understanding of the needs of diverse communities such as Aboriginal and Torres Strait Islander, culturally and linguistically diverse (CALD), and gay, lesbian, bisexual, transgender and intersex (LGBTI) communities
  - Good written and verbal communication skills
  - Good relationship building skills with the ability to create strong working relationships with different stakeholders
  - Ability to work flexible hours as evening and weekend work will be required

**This position may require some flexibility in terms of travel or hours of work:**

- Travel**
- Overnight travel/stays may be required
  - Some weekend work may be required
  - Some evening work may be required
  - Travel between office locations/regions may be required
  - Travel to clients (varied locations) may be required
  - Use of own registered, insured motor vehicle for business purposes may be required
  - Use of TBS pool cars may be required
- All of us might need to travel occasionally to attend learning opportunities, meetings or other key events.

**Context****Those with knowledge of this position say the things that might make your day are:**

- Being able to positively influence a client's future
- Being able to advocate for the needs of a client
- Working with the team to get a comprehensive view and reach better outcomes
- Reflecting on positive feedback when suggestions have been helpful

**Those with knowledge of this position say some key challenges you might experience are:**

- Potentially serious consequences of decision making and its impact on children, young people and families
- Ensuring self care to prevent burn out
- Managing competing priorities and needs of stakeholders
- Home visiting when there are risk associated with the visit and ensuring strategies are in place to ensure safety

**Approvals**

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| <b>Approver</b>       | Director, Human Resources   | Date: 29 November 2016 | Position Code: CFS010 |
| <b>Review history</b> | V1.0 Release  |                        |                       |
| <b>Advertising</b>    | Community services, social work/er, youth work/er, child protection |                        |                       |

This Position Profile is not intended as an exhaustive description of the position, accountabilities or associated duties. The Benevolent Society may alter or adjust this Position Profile at any time.