

Aboriginal Children in Aboriginal Care **- Program Manager**

The opportunity

Aboriginal Children in Aboriginal Care is a new program commencing at Ballarat and District Aboriginal Cooperative (BADAC) for Aboriginal children and young people subject to a Child Protection order. Section 18 of the *Children, Youth and Families Act 2005* enables the Secretary of the Department of Health and Human Services (DHHS) to authorise the principal officer of an Aboriginal agency to undertake specified functions and powers in relation to a protection order for an Aboriginal child or young person.

Under the Aboriginal Children in Aboriginal Care program, authorised ACCOs will have the opportunity to actively work with the child's family, community and other professionals to develop and implement the child's case plan and achieve their permanency objective in a way that is culturally safe and in the best interests of the child. Aboriginal children and young people continue to be over represented in child protection and care systems. Actions to reduce the growth of Aboriginal children in care are required.

It is widely recognised that connection to culture, community and Country is fundamental to supporting the safety and identity of Aboriginal children who are subject to a protection order. Aboriginal Children in Aboriginal Care aims to:

- improve the support and decision making for Aboriginal children who have been placed on Child Protection orders
- maintain Aboriginal children's cultural identity and promote connection to family, community and culture
- support Aboriginal children to return home to parents or extended families where it is safe to do so, or support the identification of culturally safe alternative care
- maintain connection to Country for Aboriginal children.

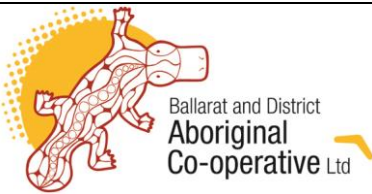
The role

This exciting new opportunity presents the opportunity to lead, develop and implement the Aboriginal Children in Aboriginal Care program at BADAC. The Program Manager will work closely with the BADAC Executive Team to develop governance and practice frameworks and oversee the implementation of the program and support staff to provide high quality, culturally attuned services to support the safety and well-being of children and young people. The position will provide supervision of staff, program management and ensure the programs meet all KPIs associated with the relevant plans and program guidelines including progress reports and evaluations.

About BADAC

The Ballarat and District Aboriginal Co-operative (BADAC) was established by members of the Ballarat and district Aboriginal community in 1979. BADAC delivers a comprehensive range of health, social, welfare and community development programs to local Aboriginal people. Since 1979, the organisation has grown considerably to a staff of 100 delivering a wide range of services, underpinned by Social Inclusion principles, which incorporate the following programs:

- Health and Home Care
- Social and Emotional Well-being



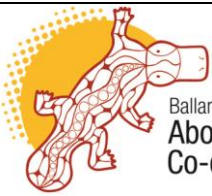
- Family Support
- Care Services
- Family Violence and Justice
- Early Years and Youth

BADAC is the Aboriginal Community-Controlled Organisation (ACCO) for the Ballarat and district area, covering 4 local government areas (LGAs). Our services are open to all members of the public, with priority given to our members. BADAC is focused on prevention and early intervention, always with a client-centred approach, to ensure that our clients are personally engaging in the development and nurturing of their own futures.

Position Title:	Aboriginal Children in Aboriginal Care – Team Leader
Responsible to:	Aboriginal Children in Aboriginal Care – Program Manager
Salary:	SCHADS Level 7
Hours:	37.5 hours per week
Status:	Fixed Term Contract – til Dec 2019

1. Key Duties & Responsibilities:

- 1.1. Provide effective leadership and management of the Aboriginal Children in Aboriginal Care program and ensure that the programs meet all KPIs required in project plans and program guidelines.
- 1.2. Support and develop staff to ensure the provision of Best Practice Case Management services to Aboriginal children and their families.
- 1.3. Together with the BADAC Executive team, develop and implement the ACAC program operating procedures including the service delivery guidelines, practice frameworks, assessment tools and policies and procedures.
- 1.4. Exercise a wide range of legal delegations in accordance with the Children and Young Person's Act 2005 to ensure the safety and well-being of children and young people in BADAC's care.
- 1.5. Work in a culturally respectful way to ensure children, young people and their families are empowered to develop and maintain cultural connections.
- 1.6. Ensure that effective administration is completed including: Case notes, data collection, reporting requirements etc.



1.7. Manage communication with the stakeholders and governance committees as required.

- 1.8. Prepare reports, present information and make recommendations to the Children's Court and other relevant courts and legal processes.
- 1.9. Contribute to the orientation, training and support of staff in the program.
- 1.10. Build strong partnerships between the ACAC program and other BADAC programs and services, the Department of Health and Human Services and the broader community services sector.
- 1.11. Complete other duties as required and requested by the Executive Manager of Koorie Family Services and the CEO.
- 1.12. Maintain strict standards of confidentiality & act at all times in a professional manner in accordance with the policies & procedures of the Ballarat & District Aboriginal Co-operative.

2. Key Selection Criteria:

- 2.1. Demonstrated ability to work in a way that promotes Aboriginal children's cultural identity and promotes their connection to family, community and culture acknowledging that connection to culture, community and country is fundamental to supporting the safety and identity of Aboriginal children.
- 2.2. Demonstrated knowledge and experience operating within the community services sector including program management and staff supervision.
- 2.3. Tertiary qualifications in Community Services, Social Work, Welfare or a related field and 5 or more years' experience.
- 2.4. Ability to interpret and apply statutory authorities and delegations relevant to the Children, Youth and Families Act 2005.
- 2.5. Demonstrated ability to deliver best practice and guide staff in culturally appropriate assessments, case planning and case management, including court work, in accordance with the Program service delivery framework.
- 2.6. Demonstrated ability to manage serious/complex case issues, critical incidents, worker safety issues and quality of care concerns and provide timely and expert advice to senior managers including the CEO about these issues.
- 2.7. Highly developed interpersonal & communication skills including demonstrated ability to communicate effectively with a wide range of people, including families, government & community, health, education & welfare services.

Aboriginal and Torres Strait Islander people are strongly encouraged to apply.

3. Other Relevant Information:

- 3.1. It will be a requirement to actively participate in general staff meetings & any other relevant forums, including staff development sessions.
- 3.2. The incumbent will be required to adhere to BADACs compliance policy which includes:
- National Police Check
 - Working with Children Check
 - Must hold a current Victorian Drivers License.
- 3.3. BADAC is committed to the ongoing Professional Development of all its employees & encourages them to attend educational activities that will enhance the employee's ability to perform their tasks.
- 3.4. The employee will be required to sign a confidentiality agreement at commencement of employment.
- 3.5. The Ballarat and District Aboriginal Co-operative is a Child Safe Organization. This means that we adhere to the Child Safety Standards in order to ensure that we prevent child abuse, promote safety for children and ensure that the organization has effective processes in place to respond to and report all allegations of Child Abuse.

I, the undersigned employee, understand & agree to perform the duties & responsibilities set out in this duty statement.

Employee

Signature: _____ Name: _____

Program Manager

Signature _____ Name: _____

Director of Family Support Services

Signature: _____ Name: _____

Chief Executive Officer

Signature: _____ Name: _____

Date: _____

