



POSITION DESCRIPTION

Position	Aboriginal-Led Case Conferencing Convenor-Child Protection Diversion Trials Project.
Reports to	Team Leader
Direct Reports	None
Status	Full time, Fixed Term Contract, 18 months
Location	340 Bell Street, Preston, 3072

BACKGROUND

The Victorian Aboriginal Child Care Agency (VACCA) is the largest organization of its kind in Australia. VACCA is an Aboriginal community-controlled organization that supports and advocates for the Aboriginal community. Our strength lies with our people. Our team is committed to the organisation's vision and values; advocates for our children and other vulnerable community members; and shows respect for, observance and compliance with Aboriginal cultural protocols, practice and ceremony. Our Aboriginality is what distinguishes us from mainstream services and what enables us to deliver the positive outcomes we achieve for our people.

VACCA employs over 600 staff and delivers more than 70 programs across the state. VACCA's experience and expertise in the delivery of therapeutic interventions are underpinned by culture, connection, and healing. VACCA designs, develops and delivers programs with self-determination and an understanding that the intergenerational trauma experienced by our community requires intergenerational and community healing.

Central to VACCA's work is the importance of connection to family, community and culture as essential to Aboriginal children's safety, stability and ensuring that they have an ongoing sense of belonging. As Victoria's largest Aboriginal child welfare agency, VACCA will play a key role in the process of transitioning the care and case management of Aboriginal children from government and non-Aboriginal organisations to Aboriginal community-controlled organisations following the recent decision of the Victorian Government.

VACCA is implementing cultural therapeutic ways which is an agency wide framework that underpins our work with the community, our clients and staff

OUR VISION

Aboriginal self-determination - Live, Experience and Be.

OUR PURPOSE



VACCA
Connected by culture

Supporting culturally strong, safe and thriving Aboriginal communities.

PROGRAM AREA

The **Aboriginal Child Protection Diversion Trials** (“CP Diversion project”) will trial innovative, early intervention approaches to diverting Aboriginal families away from the child protection system and into culturally safe supports. The trials will test the proposition that by having an Aboriginal organisation leading investigation and decision making at the early stages of a family’s involvement with child protection, outcomes for children and families will be improved.

The four Aboriginal Community Controlled Organisations (ACCOs) that have received funding from Department of Families, Fairness and Housing (DFFH) to deliver these trials are the Victorian Aboriginal Child Care Agency (VACCA), Bendigo and District Aboriginal Co-operative (BDAC), Njernda Aboriginal Corporation, and Goolum Goolum Aboriginal Co-Operative.

POSITION SUMMARY

The 18 month Aboriginal-Led Case Conferencing Convenor position is responsible for the delivery of the trial at VACCA which will include co-design, implementation, a 12 month formal trial period, and evaluation.

Aboriginal-Led Case Conferencing

In the VACCA trial, Child Protection will make referrals to VACCA Aboriginal-Led Case Conferencing when the family has been assessed as having support needs but an urgent investigation is not required. The meetings will involve family members, extended family, Elders/Respected Persons, significant others in the child’s life, key VACCA workers, professionals from relevant external programs and Child Protection. A case plan will be developed to ensure the child can remain at home safely and the family is supported to support the child’s wellbeing.

It is expected that this trial will result in meetings that are more cultural safe, lead to increased family engagement in and understanding of the process and the joint development of a case plan with the family to keep children safe at home and to avoid further involvement of Child Protection.

RELATIONSHIPS

Internal: VACCA staff and community, including client services staff, regional managers and corporate services.

External: Government departments, Aboriginal Community Controlled Organisations, other child and family welfare services.

KEY SELECTION CRITERIA

The successful applicant will possess:



- Demonstrated understanding of, and commitment to, the values that underpin VACCA' vision and purpose and the capacity to take a leadership role in championing these internally and externally
- Demonstrated awareness and appreciation of Aboriginal societies and cultures, and commitment to continually build knowledge of such, along with a high level of awareness of the key issues which impact upon Aboriginal communities
- Knowledge and experience of working in child and family services sector.
- A proven ability to advocate on behalf of children and families.
- Demonstrated ability in facilitating and mediating outcomes with families and stakeholders through family conferencing.
- A sound knowledge of needs and issues that effect local Aboriginal communities, and the ability to ensure the cultural safety of the Aboriginal community.
- An ability to work effectively, communicate with Aboriginal people, Aboriginal organisations, government departments and community service organisations.
- Demonstrated written and oral communication skills, including computer skills, maintaining case notes, file maintenance and data recording.
- A proven ability to work independently and as part of a team.

QUALIFICATION

- Experience or formal qualifications in Social Work, Family Support or Family Welfare is desirable

REQUIREMENTS

- You must have and continue to hold a full Victorian Driver's Licence and a current employment working with children check card.

POSITION ACCOUNTABILITIES

CHILD PROTECTION DIVERSION PROJECT – CO-DESIGN, IMPLEMENTATION & DELIVERY

The role is responsible for the delivery of the trial intervention model at VACCA, which will include co-design, implementation, a 12 month formal trial period, and evaluation.

CO-DESIGN & IMPLEMENTATION:

- Support the co-design of the trial intervention model in collaboration with regional Child Protection office, University of Melbourne Evaluation team and VACCA based Project Manager.
- Regularly liaise with VACCA based Project Manager including to coordinate the co-design workshops and implementation of the trial.
- Support the implementation of the overall CP Diversion trial.

DELIVERY:

- Coordinating and delivering VACCA's trial (detailed below).
- Monitoring progress of VACCA's trial to ensure program targets are met.



- Liaise with University of Melbourne Evaluation Team, providing information/data and setting up client interviews as per Evaluation Plan.
- Undertake relevant training.
- Attend CP Diversion project meetings, and other meetings as directed.
- Work collaboratively and effectively with the consortium ACCOs and University of Melbourne evaluation team.

DIRECT SERVICE DELIVERY

- Accept referrals and undertake assessments for Aboriginal children and young people to Aboriginal-Led Case Conferencing.
- Coordinate and Chair Aboriginal-Led Case Conferencing meetings with family members, extended family, Elders/Respected Persons, significant others in the child's life, key VACCA workers (for example, Aboriginal Children's Healing team, Cradle to Kinder), professionals from relevant external programs and Child Protection.
- Develop a case plan to ensure the child can remain at home safely and the family is supported to support the child's wellbeing.
- Engage and educate families and community on the purpose, process and positive outcomes achieved through Aboriginal-Led Case Conferencing.
- Identify and work cooperatively with support services that could be engaged to support Case Conferencing case plans.
- Encourage reflective practices following Aboriginal-Led Case Conferencing meetings as a cultural awareness learning tool with the Aboriginal Community and Child Protection staff.
- Work collaboratively with Community Service Organisations and Child Protection to maximise effective, sustainable and achievable service delivery to Aboriginal children and young people.

ADMINISTRATION

- Participate regularly in supervisions, including culturally reflective practice.
- Accurate record keeping, including case notes, completed forms and reports as required according to program guidelines and agency registration obligations.
- Case management and maintenance of client files in line with legislative and policy requirements.
- Maintain accurate statistical data using organisations current data systems as required by VACCA and Department of Families, Fairness and Housing.
- Attend regular team meetings and other forums as required.

HEALTH, SAFETY & WELLBEING

- Ensure compliance with the OH&S Act and VACCA policies.
- Contribute positively and proactively to team and organisation wide OH&S activities.

QUALITY & CONTINUOUS IMPROVEMENT

- Ensure compliance with legislation, contract and policy requirements in your day to day work in order to meet the organisation's audit, contract and registration obligations.
- Proactively apply your specialist knowledge in the review and maintenance of policies, systems and processes.

- Continue the development of a culturally strong and positive working environment using a continuous improvement approach.

OTHER

- Participate proactively in team project initiatives
- Support other team members in periods of high demand and during periods of absence.
- Participate in project groups and attend events
- Undertake other duties as directed

ADDITIONAL INFORMATION

We are committed to Aboriginal self-determination and supporting strong, safe, thriving Aboriginal communities and aim to ensure every individual is treated with dignity, honouring all cultural backgrounds, abilities, ethnicities, sexual orientations, gender identities and spiritual beliefs.

VACCA is a child-safe organisation and is committed to ensuring the safety and wellbeing of children and young people with zero tolerance for child abuse. All successful applicants will be required to undertake a National Police Record Check and Working with Children Check prior to commencement of employment and periodically following commencement.

VACCA is an equal opportunity employer and has a smoke-free workplace policy