



## KWY Aboriginal Corporation Job Description

| 1. Role details  |  |
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| Job Title  | KWY Child and Youth Practitioner                     |
| Start Date   | ASAP   |
| Program  | Taikutirna Tirra-apinhi (TT-a)                       |
| Location   | Metropolitan Adelaide (Office located in Parkside)   |
| Salary   | To be advised based on experience and qualifications |
| Job Status   | Full Time  |
| Reports to   | Program Coordinator                                  |
| 2. ROLE CONTEXT  |  |
| <p>The Children's Practitioner is responsible for supporting children and young people by providing intensive and therapeutic support, advocacy and information.</p> <p>The KWY Child and Youth Practitioner will work within a multidisciplinary team and provide clinical expertise for children, youth and their families to address child protection and domestic and family violence. The Children's Practitioner will ensure quality services are provided to children and young people who are experiencing complex, social, emotional and behavioural difficulties, while prioritising safety in the home.</p> <p>The Children's Practitioner is a highly experienced and competent worker within their area of practice, who delivers dedicated clinical and cultural services to Aboriginal children and young people allocated within the service. The worker is responsible for contributing to improvements in the quality, safety and community needs-driven distribution of services that meet the needs of Aboriginal children, young people, and their families.</p> <p>The position is subject to funding and performance appraisal. The appointee will be located in metropolitan Adelaide.</p> |  |
| 3. ESSENTIAL CRITERIA  |  |



1. Relevant qualifications and/ or experience in the child protection and domestic, family violence sectors, child and youth work.
2. Demonstrated experience in complex case management and skills in negotiation, advocacy and responding to crisis situations.
3. Clinical and therapeutic understanding of the impacts of trauma, particularly domestic and family violence, on children and family functioning.
4. Demonstrated knowledge, experience and understanding of working with Aboriginal and Torres Strait Islander families and communities.
5. Experience working therapeutically with children and youth who have experienced trauma.
6. Demonstrated understanding of specific issues affecting children and youth that have experienced trauma.
7. Excellent oral and written skills, with the ability to write case notes and referrals.
8. Ability to design and coordinate activities that engage vulnerable children and youth.
9. Ability to work effectively in a team, and independently as required.
10. Ability to work in a sensitive, complex and demanding environment with a high degree of autonomy and self-management.
11. Ability to work independently and collaboratively within a multi-disciplinary team.
12. Strong computer skills with ability to learn client data systems.
13. Must hold a current South Australian drivers' licence, be willing to drive a work vehicle.
14. Must hold or be willing to obtain and keep current, Child Safe Environments Training (Through Their Eyes).
15. Must hold a current or be able to obtain the following: DHS Working with Children Check, Working with Vulnerable Person's Check and National Police Check.

#### **4. DESIRABLE CHARACTERISTICS**

- A degree in Social Work, Psychology, Social Sciences, or a diploma in Community Services, Human Services, Health Sciences, and/or equivalent
- Knowledge of issues pertaining to homelessness, addiction, and mental health.
- Demonstrated understanding of Narrative Principles of Practice with emphasis on Aboriginal and Torres Strait Islander Communities.

#### **5. ROLES AND RESPONSIBILITIES**

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| Direct Service Work | <ul style="list-style-type: none"><li>• Provide complex case management and casework responses for individual clients.</li><li>• Work directly with children and young people and support</li></ul> |
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|                                   | <p>children's voices and participation in the work.</p> <ul style="list-style-type: none"><li>• Undertake risk assessments and safety planning that seeks and promotes the safety and wellbeing of children and young people.</li><li>• Work under the direction of the Program Coordinator, Senior Manager and Executive Manager; with the development of relevant KWY programs.</li><li>• Development and implementation of quality case plans for children and young people in consultation with KWY's Taikutirna Tirra-apinhi (TT-a) team members; to support their wellbeing, safety, wellbeing and to prevent their children from moving into Out of Home Care;</li><li>• Assist individuals to access community resources and opportunities to improve and address therapeutic needs</li><li>• Be proactive in advocating on behalf of individuals and liaise regularly with other service providers for a collaborative approach in supporting clients;</li><li>• Adhere to legislative requirements that inform the work of KWY, in particular the Children and Young People (Safety) Act 2017 and Statutory systems.</li><li>• Promote and implement quality service responses that are underpinned and informed by KWY values and service delivery model.</li><li>• Work collaboratively with KWY staff and consumer groups and services within the domestic and Aboriginal family violence and homelessness network.</li></ul> |
| Administration and Record Keeping | <ul style="list-style-type: none"><li>• Assists in relevant development of training procedures under the direction of the Operations Manager.</li><li>• Keeps all necessary records in accordance with KWY policies and procedures.</li><li>• Assists in the production of reports regarding program progress and results.</li><li>• Prepare for and actively participate in regular supervision sessions and professional development and training.</li><li>• Collect client data in keeping with professional and organisational standards.</li><li>• Provide timesheets, travel logbook, worker expenses and other administration data according to organisational policy and procedures.</li></ul>   |



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|   | <ul style="list-style-type: none"><li>• Work within budget parameters for worker expenses, petty cash, and mobiles phones.</li><li>• Undertake other administrative and office management tasks as required.</li><li>• Practice self-care strategies and apply safety procedures in all work practices.</li></ul>  |
| Stakeholder Engagement                          | <ul style="list-style-type: none"><li>• Build relationships with stakeholders.</li><li>• Attend meetings with stakeholders.</li><li>• Conduct consultation with a variety of stakeholders and staff.</li><li>• Establish and maintain open and effective communication channels and working relationships with management and stakeholders.</li><li>• Undertake specific tasks allocated by your Line Manager relating to the promotion of the service and the enhancement of the partnership between the team and key stakeholders.</li></ul>   |
| Reporting                                       | <ul style="list-style-type: none"><li>• Submitting high quality reports as required.</li><li>• Ensure that all client contact and engagement is appropriately documented and recorded on the data management system.</li></ul>   |
| Agency Representation and Community Development | <ul style="list-style-type: none"><li>• Represent the program in a professional manner.</li><li>• Acquire a working knowledge of other agency roles and mandates</li><li>• Contribute to community development and programs in the local area that are relevant to the client group</li></ul>  |
| Contribute to organisational culture            | <ul style="list-style-type: none"><li>• Actively participate and contribute to responsible and safe work practices.</li><li>• Embrace diversity and cultural differences in the workplace.</li><li>• Be aware of Aboriginal cultural practices and/or differences and seek cultural consultation to promote inclusive practice.</li><li>• Attend cultural supervision.</li><li>• Identify personal learning needs and give feedback on the service including the identification of gaps and areas for improvement.</li><li>• Contribute to the development and maintenance of a positive, supportive, and collaborative team environment.</li><li>• Follow the direction of and have an open line of communication with line management.</li></ul> |



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|   | <ul style="list-style-type: none"><li>• Understanding and adhering to all KWY policies and procedures.</li></ul>  |
| Other   | <ul style="list-style-type: none"><li>• Participate proactively in team project initiatives.</li><li>• Participate in project groups and attend events such as expos from time to time.</li><li>• Other duties as required.</li></ul> |
| <b>7. KWY Staff are required to work in accordance with the legislative and professional requirements including:</b>  |   |
| <ul style="list-style-type: none"><li>• Children and Young Persons (Safety) Act 2017</li><li>• Government of South Australia-interagency Code of Practice 2001</li><li>• Professional Practice Standards consistent with the area of practice</li></ul> |   |