



KWY Aboriginal Corporation Job Description

1. Role details

Job Title	Child and Family Consultant
Start date	As negotiated
Program	Kids Hub (Consortium)
Location	Based at GP Plus site (Marion)
Salary	SCHADS 5.1- 5.3 (as negotiated)
Job Status	Full time (negotiable)
Reports to	Kids Hub SEWB Lead and KWY Program Coordinator

2. ROLE CONTEXT

About KWY:

KWY is a leading Aboriginal Community-Controlled organisation in South Australia, committed to Creating a Space for Change for Aboriginal families and communities.

Since 2011, KWY has worked to break the cycle of domestic violence, promote safety for women and children, and reduce Aboriginal children in the child protection system through a specialised suite of programs focused on empowering families through culturally grounded support and healing.

Supporting over 1,800 families annually and growing, KWY offers a dynamic and values-driven work environment where your contributions make a real impact. Join our inclusive, collaborative team and help drive meaningful change.

About Kids Hub:

KWY Kids Hub, is a consortium Kids Hub consortium is a collaborative partnership of agencies that jointly govern and deliver Head to Health (H2H) Kids Hub services across Northern and Southern Adelaide. The consortium shares responsibility for governance, funding, clinical and cultural leadership, evaluation, and community engagement to provide equitable, accessible, and culturally responsive mental health and wellbeing services for children aged 0–12 years and their families.

Kids Hub provides early intervention, mental health and wellbeing support for children (0–12 years) and their families. Delivered by multidisciplinary teams, the service offers culturally safe, family-centred care through individual and group-based therapeutic programs. The aim is to



improve mental health and social and emotional wellbeing outcomes, reducing the need for acute care.

Key Features of the Program

- High-quality, culturally safe care tailored to child and family needs and support.
- Accessible, no-cost services with simple referral pathways.
- Integration and collaboration with local services for seamless navigation and continuity of care.
- Flexible delivery options and specialist approaches to engage families of focus.
- Strong partnerships with community services to complement existing supports.

About the position:

The Child and Family Consultant at Kids will provide high quality assessments, therapy and group interventions to children and families with a range of mental health and wellbeing concerns. Work alongside Aboriginal children, youth and their families from recovery to connect accessing the Head to Health, Kids Hub. This role is grounded in a strengths-based, recovery-oriented approach, the Aboriginal and Torres Strait Islander social and emotional wellbeing principles serving as a positive role model for individuals navigating mental health difficulties. Working collaboratively with Kids Hub staff and consortium partners, the role will contribute to the delivery of holistic, person-centred care.

Drawing on their knowledge and skills of mental health challenges, the role will:

- Foster hope, inspiration, and empowerment to support recovery.
- Help reduce stigma surrounding mental health.
- Build mutual and reciprocal relationships with people accessing the service.
- Share collective wisdom to benefit both individuals and staff.

3. ESSENTIAL CRITERIA



1. Relevant experience in the mental health, child protection and domestic, family and sexual violence sector.
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.
4. Demonstrated knowledge, experience and understanding of working with Aboriginal and Torres Strait Islander families and communities.
5. Demonstrated understanding of specific issues affecting children and youth that have experienced trauma.
6. Excellent oral and written skills, with the ability to write case notes and referrals.
7. Ability to work effectively in a team, and independently as required.
8. Ability to work in a sensitive, complex and demanding environment with a high degree of autonomy and self-management.
9. Able to provide specialist expertise advice related to providing multi-disciplinary support and engage colleagues in peer reflection
10. Strong computer skills with ability to learn client data systems.

Special conditions:

- Current South Australian Driver's License and access to a reliable vehicle (travel within SA or interstate may be required; mileage reimbursed per award).
- Ability to obtain and maintain mandatory clearances, including National Criminal History Check (Police Clearance), Working with Children Check (WWCC – must be current at application), Working with Vulnerable People Check, and additional checks may be required during onboarding.
- Compliance with SA Health Category B vaccination requirements (Diphtheria, Pertussis, MMR, Varicella) and willingness to maintain currency. Strongly recommended vaccinations include Polio, Hepatitis A & B, and Seasonal Influenza.
- Willingness to work occasional out-of-hours shifts (penalty rates apply per award and policy).

4. DESIRABLE CRITERIA

- A degree in Social Work, Psychology, Social Sciences, or a diploma in Community Services, Youth Work, Human Services, Health Sciences, and/or equivalent
- Knowledge of issues pertaining to parenting, education, homelessness, addiction, and mental health.
- Demonstrated understanding of Narrative Principles of Practice with emphasis on Aboriginal and Torres Strait Islander Communities.
- Knowledge, including theory underpinning evidence-based intervention and research into their effectiveness
- Knowledge of the application of policies and procedures within an organisation to enable accreditation compliance.
- Knowledge of National Standards for Mental Health Services 2010.
- Knowledge of Medicare guidelines

5. Primary Outcomes and Accountabilities



<p>Direct Service Work</p>	<ul style="list-style-type: none"> • Provide case management and casework responses for families. • Able to work with multiple members of a family. • Undertake risk assessments and safety planning that seeks and promotes the safety and wellbeing of children and young people. • Work under the direction of Senior Clinician, Operations Manager and CEO; with the development of relevant KWY programs. • Development and implementation of quality case plans for families in consultation with KWY's Intensive Family Services team members; to support their wellbeing, safety, wellbeing and to prevent their children from moving into Out of Home Care. • Advocate for families and support warm referrals. • Assist individuals to access community resources and opportunities to improve and address therapeutic needs. • Be proactive in advocating on behalf of individuals and liaise regularly with other service providers for a collaborative approach in supporting clients. • Promote and implement quality service responses that are underpinned and informed by KWY values and service delivery model. • Work collaboratively with KWY staff and clients. • Knowledge of the application of policies and procedures within an organisation to enable accreditation compliance, including the Children and Young People (Safety) Act 2017 and Statutory systems. • Knowledge of National Standards for Mental Health Services 2010.
<p>Administration and Record Keeping</p>	<ul style="list-style-type: none"> • Keep all necessary records in accordance with KWY policies and procedures • Assists in the production of reports regarding program progress and results • Prepare for and actively participate in regular supervision sessions and professional development and training. • Collect client data in keeping with professional and organisational standards. • Provide timesheets, travel log book, worker expenses and other administration data according to organisational policy and procedures. • Work within budget parameters for worker expenses and mobiles phones. • Undertake other administrative and office management tasks as required. • Practice self-care strategies and apply safety procedures in all work practices.
<p>Stakeholder engagement</p>	<ul style="list-style-type: none"> • Build relationships with stakeholders. • Attend meetings with stakeholders.



	<ul style="list-style-type: none"> • Conduct consultation with a variety of stakeholders and staff. • Establish and maintain open and effective communication channels and working relationships with management and stakeholders. • 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.
Agency Representation and Community Development	<ul style="list-style-type: none"> • Represent the program in a professional manner acquire a working knowledge of other agency roles and mandates. • Contribute to community development and programs in the local area that are relevant to the client group. • Acquire a working knowledge of other agency roles and mandates.
Stakeholder Engagement	<ul style="list-style-type: none"> • Build relationships with stakeholders. • Attend meetings with stakeholders. • Conduct consultation with a variety of stakeholders and staff. • Establish and maintain open and effective communication channels and working relationships with management and stakeholders. • 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.
Reporting	<ul style="list-style-type: none"> • Submitting high quality reports as required. • Ensure that all client contact and engagement is appropriately documented and recorded on the data management system.
Contribute to Culture	<ul style="list-style-type: none"> • Actively participate and contribute to responsible and safe work practices. • Embrace diversity and cultural differences in the workplace. • Be aware of Aboriginal cultural practices and/or differences and seek cultural consultation to promote inclusive practice. • Attend cultural supervision. • Identify personal learning needs and give feedback on the service including the identification of gaps and areas for improvement. • Contribute to the development and maintenance of a positive, supportive, and collaborative team environment. • Follow the direction of and have an open line of communication with line management. • Understanding and adhering to all KWY policies and procedures.
Other	<ul style="list-style-type: none"> • 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 such as expos from time to time. • Ability to work across more than one program and work with several teams. • Other duties as required.

