



KWY Aboriginal Corporation Job Description

1. Role Details	
Job Title	Senior Placement Practitioner
Start Date	As negotiated
Program	Tawata Pari (Finding Families)
Location	Parkside
Salary	SCHADS 5.1 - 5.3
Job Status	Full Time
Reports to	Director
2. Role Context	
The Senior Placement Practitioner is accountable to the Director for scoping placements for children and young people within residential care placements to transition back to living with family and kin. They will also be responsible for facilitating the development and implementation of projects, programs, services and systems to support the department in achieving its stated goals and strategic direction. Senior Placement Practitioner role is responsible for enhancing capacity and the provision of effective case management, fostering good workers reporting relationships whilst providing consultation, advice and training.	



3. Essential Criteria

Essential Minimum Requirements

- Relevant qualifications and/ or experience in working in community services and the child protection sector.
- Demonstrated knowledge, experience, and understanding of working with Aboriginal and Torres Strait Islander families and communities, including kinship systems.
- Demonstrated ability to deliver a high-quality service to engage with Aboriginal and Torres Strait Islander children and young people and their families to gain positive outcomes.
- Demonstrated knowledge of Aboriginal and Torres Strait Islander Child Placement Principles, Hierarchy and Aboriginal parenting practices to inform practice and support interventions.
- Provide professional guidance/direction on complex cases and case management practice, including reports and assessments such as Winanagay (Temporary Placement) and risk and safety assessments.
- Experience facilitating and chairing family meetings, case conferences, multi-disciplinary agency meeting that promote Aboriginal family-led decision making and self-determination.
- Experience or demonstrated ability to provide mentoring within the team, including culturally inclusive of practice quality.
- Experience in leading the establishment and maintenance of formal and informal networks and partnerships with internal and external stakeholders.
- Knowledge about genealogy and the use of genealogical sources for the purposes of family placement scoping.
- Ability to work under a high degree of autonomy deliver on task, programs and projects under limited direction, identify improvements, set priorities and achieve objectives within tight deadlines.
- Ability to work independently, professionally and collaboratively within a multi-disciplinary team and partnership with child protection and other external agencies.
- Demonstrated ability to cooperate positively within a team to achieve team goals and consistent service quality.
- Strong computer skills with ability to learn client data systems.
- Contribute to maintaining a safe and healthy work environment by taking personal accountability by identifying and reporting incidents, hazards and injuries in accordance with KWY policy & procedure and cooperating and complying with reasonable instructions of KWY line management and WHS Officers.
- Must hold a current South Australian driver's licence, be willing to drive a work vehicle.



- Must hold or be willing to obtain and keep current, Child Safe Environments Training (Through Their Eyes).
- 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.

Persons of Australian Aboriginal or Torres Strait Islander descent, who have the appropriate background and skills but do not have the essential qualification, are entitled to apply and strongly encouraged.



4. Desirable Characteristics

- A degree level qualification in Social Work which gives eligibility for full membership of the Australian Association of Social Workers and/or relevant experience commensurate with the position.
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5. Roles and Responsibilities

Direct Service Work	The Senior Placement Practitioner may undertake a variety of tasks, including the following: • Responding to and assessing placement requests to scope placements for children and young people who are currently residing in Residential Care or who are at risk of entering Residential Care. • Work collaboratively with DCP staff, external agencies, families and kin to assist with matching and placement planning for children and young people within residential care. • Assess potential kinship family carers. • Undertake critical, sensitive, and complex negotiation processes and/or consultations with other relevant internal and external stakeholders including the assessment of the relative merits of projects, programs, services and service options. • Use a culturally accountable model of practice which enables families to mobilise their own resources. • Use child protection system knowledge, expertise, and experience to identify and implement strategies for system, policy and training improvements.
Administration	• Keeps 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. • Provide timesheets, travel logbook, worker expenses and other administration data according to organisational policy and procedures.



	• Work within budget parameters for worker expenses, petty cash, and mobiles phones. • Undertake other administrative and office management tasks as required. • Practice self-care strategies and apply safety procedures in all work practices.
Team Member	• Sets and maintains high standard of teamwork. • Maintain team boundaries and confidentiality in a professional manner. • Displays a commitment to open communication. • Completes assigned tasks on time and to required standard. • Takes responsibility for own work. • Manages own workload and workflow to achieve the position's purpose. • Openly supports and respects diversity within the KWY team. • Attends regular staff meetings
Agency Representation and Community Development	• 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
Stakeholder Engagement	• 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	• 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	• 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	• Fulfil other duties as required by management and other department personnel as requested/required. • The above list is not exhaustive, and the role may change to meet the overall objectives of the company.
6. KWY Staff are required to work in accordance with the legislative and professional requirements including:	
• Children and Young Persons (Safety) Act 2017 • Professional Practice Standards consistent with the area of practice	

Chief Executive Officer	Chief Executive Officer Signature	Date
Craig Rigney		