

POSITION DESCRIPTION



Position Summary	
Role Title	Aboriginal Team Leader – The Orange Door
Reports to	Clinical and Compliance Manager
Award	Social, Community, Home Care and Disability Services Industry Award 2010 (SCHADS)
Classification	Level 7 (Dependant on skills and experience)
Employment	Full time
Location	Primary base will be at The Orange Door Bairnsdale but may be required to work at other locations within YWAHS catchment area.

Our vision

Aboriginal people enjoy their culture, family, work and community life in a safe environment free from violence.

Our mission

Prevent and eliminate family violence so that individuals, families and our communities can live free from violence. We do this through wrap-around services and programs that support healing and cultural

Cultural statement

- Aboriginal and Torres Strait Islander peoples have the oldest continuous cultures in the world.
- YWAHS celebrates and takes pride in the rich spiritual connection, cultural values and practices of Aboriginal and Torres Strait Islander peoples.
- We celebrate the significant contributions made and cultures shared to enrich all communities.
- We acknowledge and respect the special place of the Traditional Owners.
- We appreciate and value the opportunity to live, work and thrive on their lands.

Our principles and values

SELF DETERMINATION A fundamental principle and practice that supports the exercise of true freedom. Full and total control of Aboriginal and Torres Strait Islander peoples' safety, healing, connections to land, country, culture, communities, and futures.

FREE FROM VIOLENCE Everyone has the right to live free from family violence and the fear of family violence.

CULTURAL RESPECT Recognising the cultural diversity that exists among our staff, clients and their families. Respecting the rights, views, values and expectations of Aboriginal and Torres Strait Islander peoples.

HOLISTIC APPROACH Encompassing the wellbeing of an individual, family and community. Recognising not only the physical but the social, cultural, spiritual, emotional and environmental influences of health and wellbeing.

INTEGRITY, TRUST and HONESTY in all our activities. Treating everyone equally, with courtesy, honesty respect and fairness. Being non-judgemental, and modelling ethical behaviour and practice.

ACCOUNTABILITY and PROFESSIONALISM Commitment to delivering safe and professional services to the community. Ensuring cultural appropriateness. Respecting personal and diverse boundaries and practices. Delivering outcomes for clients, community and the organisation.

COLLABORATIVE RELATIONSHIPS with our clients, community, partner agencies, governments and stakeholders to ensure coordination.

KINDNESS, COMPASSION, COURTESY and DIGNITY in our relationships with our clients, our stakeholders and with each other. Valuing the diversity of people and showing proper regard for their interests and **HUMAN RIGHTS**.

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Overview of The Orange Door Program

A key recommendation of the Royal Commission and the Roadmap for Reform was to establish a network of Support and Safety Hubs ('Hubs') across Victoria to provide a new way for women, children and young people experiencing family violence, and families who need assistance with the care and wellbeing of children to access the services they need to be safe and supported. These Hubs are known as The Orange Door (TOD). The Orange Door delivers a fundamental change to the way we work with women, children and families, and men. YWAHS's Aboriginal Team Leader role is based in TOD Outer Gippsland.

The Aboriginal Team Leader role is pivotal in ensuring a safe and seamless journey through The Orange Door and back out into the service system where required.

Role Purpose

The Aboriginal Team Leader position has been designed to provide cultural support and lead the Aboriginal Response Team to ensure that there is a high level of support to Aboriginal Children Women, and Men access the Outer Gippsland Orange Door services. The role will provide specialist practice support for Hub staff and manage a caseload of complex and or sensitive cases.

The role is responsible for sharing practice knowledge on Aboriginal approaches to holistic healing and whole of family practices, building the cultural safety of the Hub and supporting choice and self-determination of Aboriginal people and other duties as directed by the Practice Leader and consistent with the overall goals and responsibilities of this position. This role will also provide secondary cultural consultation to practitioners working in the Orange Door.

This position is responsible for supporting Aboriginal colleagues as well as providing cultural support and mentoring of other staff across TOD. The position will provide practice guidance and leadership to practitioners across the Orange Door to ensure the delivery of program requirements maintain a cultural lens to people accessing the Orange Door for support.

Auspiced by Yoowinna Wurnalung Aboriginal Healing Service, the Aboriginal Team Leader will work within The Orange Door and be based in Bairnsdale. The Aboriginal Team Leader will work in close partnership with the YWAHS Aboriginal Practice Leader, and also the Hub Manager, Practice Leaders, the Aboriginal Practitioners, and Team Leaders to lead high quality, culturally safe and effective responses to Aboriginal people seeking support and safety through The Orange Door.

Key Accountabilities

Leadership

- Provide leadership, guidance and support to Aboriginal Practitioners and ensure culture is embedded into practice when supporting Aboriginal, children, women, men, Elders and families.
- Provide support and backfill the Aboriginal Practice Leader role as required.
- Foster and promote an environment and culture within the team that is culturally safe, inclusive, professional, trustworthy, and service-focused.

Program and Service Delivery

- Ensure the delivery of program services meets or exceeds client requirements, and the desired outcomes are achieved.
- Collaborate closely with The Orange Door Leadership team to provide an integrated and client focused service for Aboriginal women, children, young people and families experiencing family violence.
- Provide task supervision to a multidisciplinary team of practitioners from different range of services within the Hub as required.

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- Undertake a caseload as support worker aligned with the Integrated Practice Framework.
- Support and deliver screening and triage, assessment, crisis responses, service planning, targeted interventions, allocation and coordinated referrals consistent with the Integrated Practice Framework, Operational Guidelines, Service Specifications and relevant risk assessment tools and frameworks as determined by the Aboriginal Response Team and Hub Leadership Group.
- Deliver services and support via phone, within the physical hub and outreach at client's home or other sites.
- Identify, assess and prioritise risk and needs of women and children, families and perpetrators, drawing on the expertise of different practitioners in a multi-disciplinary team.
- Work collaboratively with the Hub team to support integrated risk assessment and planning, including participating in case conferences and meetings.
- Recognise and identify limits of own expertise and when to seek advice or refer client to specialist Hub practitioners or Practice Leaders to ensure safe practice.
- Navigate broader service system for clients by referring clients to services and providing clients with information and support.
- Record and handle client information accurately on the Hub Client Relationship and information sharing management system ensuring information security and privacy policies and requirements.

Performance and Development

- Participate in training and development activities and share integrated service approaches and learnings with members of the Hub team and with YWAHS staff teams
- Participate in formal supervision and performance development and management as per YWAHS policy and procedures.

Reporting

- Maintain up-to date client records.
- Input data on a daily basis into appropriate data systems.
- Participate in regular supervision and external clinical supervision.
- Participate in annual reviews.
- Contribute to the development and implementation of YWAHS organisational plans.

Professional Development & Education

- Undertake training as required as identified in conjunction with Manager.
- Actively take responsibility for maintaining professional knowledge and skills and obtain documented evidence of relevant continuing professional development as required.
- Participate in Cultural Awareness Training and Cultural educational activities relevant to the role within YWAHS and TOD on a regular basis.

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Other employee requirements

Quality and Risk Management

Actively participate and incorporate continuous quality improvement and sound risk management principles to all aspects of the role and in accordance with YWAHS policies.

Workplace Health and Safety (WH&S)

- Ensure a safe working environment is maintained for all the Orange Door and YWAHS staff and clients.
- Ensure all WH&S processes and procedures are adhered to.
- Ensure all safety signage is in full view and in a language that is clear and precise.
- Ensure risk assessments are completed and authorised prior to the commencement of activities.

Cultural Diversity

Actively participate in a continuous process of developing cultural competence by broadening knowledge of and respect for diverse individuals and communities, with particular emphasis on the Wellington and East Gippsland demographic.

Teamwork

Work proactively with all members of the YWAHS Team in supporting the organisations aspirations and its strategic aims.

Other

May be required to perform other duties not specified within this document but commensurate with their classification, experience, and skills.

Required knowledge and skills (key selection criteria)

Education & Experience

- A minimum Bachelor level qualification in Social Work or recent employment in the family violence sector or equivalency met through the 7 Equivalency Principles in line with the minimum mandatory qualification requirements. Please see <https://www.vic.gov.au/mandatory-minimum-qualifications-specialist-family-violence-practitioners> for further information.

Essential knowledge and skills

- Demonstrated ability to identify, access and prioritise risks and needs of clients in whole of family approach.
- Experience in a leadership role.
- Demonstrated experience in working in the family violence sector or related areas, with an understanding of the issues underpinning family violence, particularly as it relates to an Aboriginal cultural context.
- Proven skills in assessing and counselling clients with complex needs, utilising MARAM Family Violence Risk Assessment Framework, particularly in the areas of child and adolescent management, family violence, individual and family counselling and group work.
- Demonstrated understanding of Aboriginal culture and the history of intergeneration trauma, with a theoretical understanding of the issues underpinning family violence and therapeutic interventions in an Aboriginal cultural context.
- Demonstrated knowledge of Aboriginal and mainstream family violence and community care organisations and referral pathways and supports.

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- Proven ability to work in a sensitive and non-judgmental manner, with clients who come from a variety of cultural and socioeconomic background
- Sound computer skills including use of email, internet, production of quality documents, and ability to maintain a database.
- Demonstrated excellent verbal communication, organisational and administrative skills.
- Demonstrated flexibility and willingness to work both independently and effectively as part of a multi-disciplinary team.

Mandatory role requirements

- Current satisfactory National Police check
- Valid Working with Children check (WWC)
- Current Victorian Drivers Licence
- Travel between sites will be required
- COVID Vaccination (3 doses)

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Job Demands Checklist

YWAHS endeavours to provide a safe working environment for all staff. The table below describes the demands and risk factors associated with this job. Applicants must review this information to ensure they can comply with these requirements. Successful applicants will be required to sign the acknowledgment at the end of the position description to confirm their ability to perform the job demands of this position.

Frequency Definitions

I	Infrequent	Activity required occasionally, not necessarily all shifts
O	Occasional	Activity required occasionally, not necessarily all shifts
F	Frequent	Activity required most shifts, up to 50% of the time
C	Constant	Activity that exists for the majority of each shift and may involve repetitive movement for prolonged periods
N/A	Not applicable	Activity not performed

Normal workplace aspects of the role		Frequency				
Demands	Description	I	O	F	C	N/A
Sitting	Remain seated to perform tasks				X	
Standing	Remain standing to perform tasks		X			
Walking	Periods of walking required to perform tasks			X		
Bending	Forward bending from waist to perform tasks		X			
Kneeling	Remaining in a kneeling position to perform tasks		X			
Lifting/Carrying	Light lifting and carrying		X			
Lifting/Carrying	Moderate lifting and carrying - e.g. trolleys, tubs, car seats, shade structures, eskies. Lifting/moving tubs of materials & equipment in/out of cars and from store to activity rooms for activities.		X			
Lifting/Carrying	Assisted lifting (lifting with assistance from another person) – e.g. shade structures, eskies	X				
Lifting/Carrying	Level of fitness required for physical activities such as moving trailer and attaching and detaching from vehicle					X
Driving	Driving to and from activities across the region and transporting equipment and passengers	X				
Climbing	Ascending and descending ladders					X
Pushing/ Pulling	E.g. Moving trailer and attaching and detaching from vehicle.					X
Repetitive	Use of keyboard, typing, entering data etc.				X	

I confirm that I have read and understood this position description and believe that I am able to carry out the requirements of this role safely and effectively and that the conditions and requirements therein form part of my contract of employment.

X
Employee signature

X
Employee name (Printed)

Date: