

Wathaurong Position Description			
Position Title	Intensive Case Manager - Aboriginal Journey to Social Inclusion	Contract	1.0 FTE – 2.5-year fixed term
Identified Position	This is not an identified position however Aboriginal and/or Torres Strait Islander peoples are encouraged to apply		
Business unit	Family Services – Homelessness		
Award	Social, Community, Home Care & Disability Services Industry Award 2010 MA000100 Social and Community Services Worker (SCHADS 5)		
Reports to	Team Leader Homelessness		
Direct Reports	Nil		

Wathaurong Aboriginal Cooperative	
	<p>Wathaurong was formed by Community in 1978 as a place of common ground where Aboriginal people could be together and share in a sense of Community, with formal registration in 1980 to support the social, economic, and cultural development of the local Aboriginal Community. Wathaurong is an Aboriginal Community Controlled Organisation governed by an Aboriginal Board who are elected through the Annual General Meeting process annually, with their Chief Executive Officer to operationalise the strategic directives of the Board.</p> <p>Wathaurong operate on the traditional lands of the Wadda Wurrung, Boonwurrung, Gulidjan and Gabudanud peoples. Our support focuses on the local government areas of Geelong, Wyndham, Golden Plains, Colac Otway, Surf Coast and Queenscliff.</p>

(Pictured - Wathaurong Service catchment area)

Purpose of the Role
<p>The Journey To Social Inclusion (J2SI) position sits within Wathaurong's Homelessness Team and operates as part of a consortium with Salvation Army, Barwon.</p> <p>The role will work to ensure that the service provided is supportive and effective in achieving community members goals, program outcomes, and aligns with Wathaurong values and legislative and funding requirements. This role works in an individual outreach capacity.</p> <p>The J2SI role is an innovative and evidenced based case management service for people experiencing long-term homelessness with the Barwon region. It differs from traditional</p>



Purpose of the Role
<p>homelessness services as it provides the time needed for people to not only access their permanent home but also have an improved quality of life and increased community connection. Staff can work intensively with small caseloads and use a combined key worker and team approach to deliver culturally safe, intensive, individualised support for up to 3 years to each client.</p> <p>The J2SI service model delivers 6 key service elements:</p> <ul style="list-style-type: none">• Intensive case management and service coordination• Rapid housing access and sustaining tenancies• Trauma informed practice• Skills for inclusion• Fostering independence• Culturally informed framework

Primary Responsibilities
<p>By using a culturally supportive, client centred and strengths-based approach focusing on engagement, risk assessment and rapport building, the J2SI case manager will deliver supports that include:</p> <ul style="list-style-type: none">• Providing a culturally safe, trauma informed service to the community experiencing chronic homelessness.• Supporting and providing opportunities for community members to link in and engage within the Wathaurong and broader community by supporting them to increase interpersonal skills.• Managing a caseload in an outreach capacity, providing intensive support, service coordination, referral and advocacy to successfully achieve goals.• Utilising persistent and assertive engagement techniques to establish, maintain and strengthen positive working relationship with community members within J2SI for the duration of engagement.• Developing relationships and coordinating case conferences, support and exit planning with external agencies.• Working alongside partner agency and Sacred Heart Mission to drive culturally safe practices across the J2SI program delivery for Aboriginal and/or Torres Strait Islander people.• Applying the objectives and tools of the Case Management Framework and the Trauma Informed Care Framework.• Monitoring progress, to achieve program targets and outcomes.• Ensure accurate, professional and timely maintenance of records and data collection in accordance with relevant policies and procedures.• Contribute to a workplace environment that supports peers, develops teamwork and ensures the provision of quality services for Wathaurong community members.• Ensure the engagement with and completion of risk assessment and safety planning with vulnerable, at-risk community members.



Primary Responsibilities
<ul style="list-style-type: none">• Attend and actively participate in team meetings and service planning days across both J2SI partnership and Wathaurong.• Demonstrate commitment to continuous quality improvement to enhance systems and procedures in the operations of J2SI program.• Comply with Occupational Health and Safety policies and procedures and contribute to a safe working environment.• Contribute to collaborative communities of practice across Wathaurong Services and the J2SI Consortium.• Support J2SI research and evaluation activities• Undertaking other duties as lawfully and reasonably directed and within the scope of the position, and within the requirements of the organisation.

Selection Criteria
Essential <ul style="list-style-type: none">• Minimum of Certificate IV in Social Housing or relevant; and/or• Experience in working with Aboriginal people experiencing or at risk of homelessness• Demonstrated understanding of social, physical, economical, and cultural strengths and challenges affecting Aboriginal communities and their ability to access adequate and quality services.• A demonstrated understanding of the issues associated with homelessness and their effects on the Aboriginal Community• Demonstrated skills in case management• Good organisation and time management skills• Demonstrated ability to work effectively as part of a multi skilled team• Demonstrated ability in working independently and with initiative• Understanding of the purpose and expectations of the Victorian Child Safe Standards and demonstrated commitment to contributing to a child safe organisation in both practice and culture. Desirable <ul style="list-style-type: none">• Identify as Aboriginal and/or Torres Strait Islander.• Demonstrated experience working with Aboriginal Community Controlled Organisations.• Qualifications or experience in housing & homelessness services, AOD, Mental Health, Youth Work or equivalent.

Conditions of Employment
<ul style="list-style-type: none">• Must pass a National Police Record Check.



Conditions of Employment

- Must pass and hold a Working with Children Check throughout the period of employment.
- Must hold a current Driver Licence.
- Must pass safety screening checks as required based on the position and/or as requested by the funding body.
- All positions are subject to funding.
- All positions are subject to an initial six (6) month probationary period.
- Other terms and conditions are in line with the relevant industrial instrument and internal policies.

Wathaurong's Commitment to Safety

Wathaurong is committed to providing a safe environment. We have zero tolerance of any abuse or maltreatment of children. We report allegations and wellbeing concerns to authorities.

Physical requirements & environmental conditions of the role

The following table identifies the physical and psychological work environment characteristics that are inherent requirements of the role. Where possible, Wathaurong will make reasonable adjustments to enable individuals with disabilities to perform the essential functions of their roles.

A signed pre-existing condition declaration form is required to be completed prior to commencing in this role

<i>Required activities / working environment</i>	<i>Frequency</i>
Computer based tasks, sedentary position, office based	Often
Repetitive manual tasks	Sometimes
Driving, in & out of vehicles	Often
Lifting/moving equipment	Sometimes
Walking, climbing stairs, bending	Often
Working alone or at a co-located site	Sometimes
Confrontational/confronting situations <i>(Due to the nature of our work, there may be times when staff are exposed to behaviour, language and/or situations that can be confronting)</i>	Sometimes
Working outside in differing weather conditions	Sometimes
Attending external locations including client homes	Often



Position Description Acceptance

Signed by the Employee:

I have read and understood the above and agree to carry out the duties listed in my Position Description.

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Name	Signature	Date
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