



JOB DESCRIPTION AND STATEMENT OF DUTIES

JOB TITLE:	Permanency Support Caseworker
TEAM:	Restoration Unit
LINE MANAGER:	Restoration Unit Manager
KEY RELATIONSHIPS:	The Permanency Support Caseworker will maintain primary relationships with the Restoration Unit Manager and all other members of the KARI PSP team, the children, young people, foster carers and birth families, and relevant NSW Community Services child protection teams.
BASE SALARY:	\$70,000 (Level 1)
TERMS AND CONDITIONS:	Full Time as per contracts, guided by NSW Social, Community, Home Care and Disability Services Industry Award 2010. Note: Level status will be determined in compliance with the set Key Performance Indicators for the position.
PACKAGE BENEFITS:	Superannuation as per Superannuation Guarantee Charge (currently 9.5%). Option for salary sacrifice paid to any employee debt or bill.

1. JOB PURPOSE

The Permanency Support Caseworker is a cross regional position responsible for achieving best possible outcomes for Aboriginal children and young people and their birth families.

This position will be responsible for triaging, case managing, streamlining referrals and maintaining ongoing collaboration with the Permanency Coordinators and DCJ to review and maintain best permanency outcomes for children and young people.

2. DUTIES AND RESPONSIBILITIES

- Undertake intense case management support to vulnerable children, birth parents and families entering KARI's Permanency Program.

- Triage and refer families within KARI's services and to external services in-line with achieving their case plan goals.
- Act as an advocate for children and their families; attend case reviews and meetings as required for effective case management.
- Ensure that case plans are regularly reviewed, and facilitate the attendance of all key stakeholders at relevant meetings.
- Work collaboratively with DCJ to empower birth parents to address the worries in their SOPP and SARA and have their children restored.
- Access a range of relevant community resources, particularly in the areas of drug and alcohol services, mental health, legal assistance, income support, employment service providers, training and accommodation, family assistance and permanent housing options.
- Facilitate, support and supervise when necessary, contact between children and young people placed in care and their siblings, birth families and significant others in accordance with court orders.
- Provide high-level written reports and detailed updates to DCJ for court.
- Participate in the on call roster that provides out of hours emergency support to children and young people, birth families and carers on the Restoration Program.
- Attend monthly supervision meetings with your Line Manager and complete the tasks identified at these meetings. Identify personal learning needs and give feedback on the service including the identification of gaps and areas for improvement.
- Attend any KARI meetings as requested by your Line Manager.
- Undertake annual appraisals of staff performance and team planning days.
- 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.
- Contribute to the development and maintenance of a positive, supportive and collaborative team environment including the ongoing learning of all team members through the sharing of ideas and feedback from training.
- Advocate for KARI and Aboriginal people, children and young people in the sector and their birth family.
- Other duties as directed.

3. ELIGIBILITY REQUIREMENTS

- Possession of a current NSW Driver's License – minimum P2.
- Ability to work flexible hours as required and to be on call.

- Willingness to undertake a working with children check and National Police Check.

4. SELECTION CRITERIA

- Qualifications which may include University or TAFE certification that is relevant to the position, and/or extensive life skills.
- Demonstrated knowledge and understanding of the issues affecting Aboriginal communities, families and children.
- Experience working in or with an Aboriginal community.
- Experience working with children, adolescents, families and communities.
- Demonstrated knowledge and understanding of the affects Drug & Alcohol, Mental Health and Domestic Violence on families
- Knowledge and understanding of issues related to children and young people and their families who have experienced trauma, attachment and relationship difficulties
- Evidence of ability to work with children and families with trauma related behaviours in the context of past experiences and current dynamics
- Experience working within a case management model and/or OOHC.
- Demonstrated organisational and time management skills.
- Demonstrated understanding of a strengths based framework.
- Demonstrated verbal communication and interpersonal skills inclusive of high-level conflict resolution skills.
- Demonstrated high-level report writing skills.
- Good computer skills with knowledge of the Microsoft Office package of tools, Outlook and capacity to navigate the internet for work purposes.
- Ability to respect and work within the values of KARI and commitment to reflecting and adhering to KARI'S policies and procedures.
- Ability to work co-operatively and respectfully with team members, birth parent and their families, foster carers and professionals from various agencies and cultural backgrounds.

In signing this Job Description, the employee acknowledges that they have read the document and understand its contents.

Employees Name:	
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Signature:		Date:	
Authorised KARI Representative Name:			
Signature:		Date:	

APPROVED TO SAVE ON POLICY DRIVE AND DISTRIBUTE TO STAFF:			
CASEY RALPH – CEO:		DATE:	