



Giving Hope. Nurturing Dreams. Inspiring Youth to Thrive.

POSITION DESCRIPTION

Position:	Intensive Therapeutic Care Caseworker
Hours:	22.8 hours per week over 3 days
Salary:	SCHADS Level 6
Terms of engagement:	Permanent Part Time
Location:	Greater Coffs Region
Responsible to:	Casework Manager Coffs Harbour
Qualifications/skills:	Bachelor in Social Work, Psychology or other relevant qualifications and 2 years working with children and young people with challenging behaviours.
Key responsibilities:	<ul style="list-style-type: none">• Provide professional, flexible and accountable casework for clients associated with the service, working closely with children/young people, their families, staff, Community Services and all other relevant stakeholders.• Develop and maintain a safe, supportive and fair environment for young people• Participate in and contribute positively to the team structure• Comply with the WHS Act• Contribute to the work of CASPA• Contribution to organisational roles
Key requirements:	<ul style="list-style-type: none">• Current Working With Children Check• Current Driving Licence• Current Criminal History check

DUTY STATEMENT

Position: ITC Case Worker

Duties will include:

1. Provide professional, flexible and accountable casework

- Develop and implement quality individual client driven case plans
- Plan, conduct and drive regular Case Reviews on behalf of CASPA
- Create accountable action plans from the review process and follow up on their implementation
- Conduct fortnightly meetings with clients to discuss their care plans
- Seek information from Community Services, ADHC and other relevant departments to gain full and accurate case information
- Ensure entry case plans are formulated with the relevant Residential Unit Supervisor and assigned Key Worker
- Attend relevant clinical meetings
- Co-ordinate meetings and discussions which may have major affects concerning the care, education and wellbeing of clients
- Maintain accountable, quality systems: including client records, client reports and written communication on client's case plan
- Understand the need and experiences of young people experiencing loss and grief/multiple placements and trauma and how this relates to programs and plans
- Develop sound working relationships with other key stakeholders
- Understand and implement CASPA policies and procedures
- Ensure that child protection legislation is adhered to

2. Develop and maintain a safe supportive and fair environment for young people

- Implement an empowerment/strength focus model of service for clients and families/ significant others
- Model professional behaviours
- Advocate for and on behalf of young people
- Demonstrate a commitment to social justice, addressing the rights and responsibilities of young people in the service
- Demonstrate flexible management of client load

3. Participate and positively contribute to the team structure

- Attend and positively participate in all management team meetings and staff development opportunities
- Take responsibility for giving and receiving feedback within the team setting
- Uphold team decisions
- Use appropriate forums to discuss differences in work practices
- Utilise team peers to ensure best practice in client service provision
- Relate to other services in a professional manner and work collaboratively in the interests of young people

4. Comply with the WHS Act

- Understand and observe the principles of the Act
- Observe safe work practices
- Report hazards and incidents
- Work cooperatively with all staff to maintain a safe and secure environment

5. Contribute to the work of CASPA

- Promote the profile of the organisation
- Work with other people in the organisation to develop the function of CASPA
- Uphold the sentiments of CASPA's vision and mission statements

6. Contribution to Organisation Goals

- Use best practice principles when working with children and young people
- Effectively provide services to children and young people in an environment which is friendly and supports their life transitions focusing on strengths and abilities
- Use effective liaison and consultation within CASPA, the sector and the broader community
- Develop and maintain good interagency relations/participation

Other duties as required by the organisation

Essential Criteria

- Essential qualifications and experience in youth work or related discipline
- Demonstrated experience in client casework
- Demonstrated understanding of the needs of Aboriginal and Torres Strait Islander children and young people.
- Demonstrated ability to effectively liaise with interagency personnel
- Demonstrated knowledge of relevant legislative and regulatory standards for ITC Out-Of-Home Care
- Current Senior First Aid Certificate
- Advanced computer literacy and familiarity with Microsoft Office software
- Willingness to work within the philosophy of CASPA

Working with Children and Criminal History Checks are required for all child related employment.

I acknowledge that I fully understand the job description above and accept the duties of the position as stated.

Signed:

Date: