

## POSITION DESCRIPTION

<b>Position Title:</b>	Family Support Senior Practitioner		
<b>Program/Team:</b>	Young Women, Families & Safe Relationships [YWF&SR]		
<b>Employment Type &amp; Hours:</b>	Full or Part Time   60.8 to 76 hours per fortnight		
<b>Award Conditions:</b>	Social, Community, Home Care & Disabilities Services [SCHADS] Award 2010	<b>Remuneration:</b>	SACS Level 5
<b>Working From:</b>	Newdegate Street, Greenslopes and/or other BYS offices		
<b>Reporting Relationships:</b>	Reports to the Young Women and Young Families Manager		
<b>Probation Period:</b>	Six [6] months		
<b>Primary Purpose of Position:</b>	<p>This position is responsible for intake, assessment and intensive family support to a caseload of at risk and homeless young families with complex needs, providing support to strengthen parent-child relationships, develop parenting skills, address child safety concerns and assist families to gain and maintain stable housing.</p> <p>This position engages and provides early intervention and is responsible for planning and facilitating a weekly parenting group providing education, information and opportunities for social interaction and providing intensive support to participating families.</p>		
<b>In addition to submitting a resume or CV applicants must address the selection criteria [below] in their cover letter to be considered for shortlisting</b>			
<b>Selection Criteria:</b>	<ol style="list-style-type: none"> <li>1. Understanding of and commitment to BYS vision, objectives and practice framework</li> <li>2. Ability to implement early and solution-focussed crisis interventions</li> <li>3. Demonstrated experience working with homeless /at risk young parents and assisting clients to secure and maintain housing and navigate complex service systems</li> <li>4. Experience and skill in delivering crisis intervention, intensive support and therapeutic approaches to achieve positive outcomes for parents and their children</li> <li>5. Demonstrated understanding and experience in infant mental health and attachment theory underpinning evidence-based interventions</li> <li>6. Strong communication skills including written, verbal and interpersonal skills and the demonstrated ability to form productive working relationships with internal and external stakeholders</li> <li>7. Strong organisational skills with the demonstrated ability to manage competing priorities and meet deadlines</li> <li>8. Demonstrated skills in group facilitation with strong organisational and planning skills</li> <li>9. Ability to monitor and evaluate programs to achieve positive outcomes for young families</li> </ol>		
<b>Education, Qualifications, Requirements [Mandatory]:</b>	<ul style="list-style-type: none"> <li>• A tertiary qualification in Social Work, Human Services, Psychology, Social Sciences or comparable qualification OR substantial demonstrated experience in a related field</li> <li>• Current Queensland driver's license</li> </ul>		

	<ul style="list-style-type: none"> <li>• Working with Children Suitability Card [Blue Card] / willingness to obtain a Blue Card prior to commencement</li> <li>• National Police Check clearance</li> <li>• Evidence of vaccination, immunity, or medical exemption for the following preventable diseases prior to commencement: Measles, Mumps, Rubella and Varicella [Chicken Pox]; Pertussis [Whooping Cough]; and COVID-19</li> <li>• Three references, including most recent manager, if relevant</li> </ul>
<b>Skills &amp; Experience:</b>	<ul style="list-style-type: none"> <li>• Experience working with homeless /at risk young parents and children</li> <li>• Experience undertaking assessments and planning interventions with families with complex needs</li> <li>• Experience in developing collaborative relationships with external providers</li> <li>• Willingness to learn and apply the following practice frameworks: <ul style="list-style-type: none"> <li>- Safe and Together;</li> <li>- Attachment and Developmental Trauma;</li> <li>- Circle of Security;</li> <li>- Gendered understanding of domestic violence [DV];</li> </ul> </li> <li>• Thorough knowledge of children’s developmental stages</li> <li>• Evidence-based practice for working therapeutically with traumatised young parents and their children</li> <li>• Experience in facilitating a young parenting group</li> </ul>
<b>Personal Attributes:</b>	<ul style="list-style-type: none"> <li>• An ability to lead, direct, motivate and contribute in a positive way to the health of an organisation</li> <li>• Personal drive and integrity and ability to stay calm under pressure</li> <li>• Consultative and collaborative working attitude</li> <li>• Flexible, initiative, collaborative, inclusive, respectful, ethical, accountable</li> <li>• Ability to work independently exercising initiative, judgement and decision making</li> <li>• Commitment to a learning culture and ongoing professional development</li> </ul>
<b>Role and Responsibilities</b>	
<b>Leadership:</b>	<ul style="list-style-type: none"> <li>• Manage, identify, mitigate and monitor operational risks in service delivery and actively use risk management systems to ensure the safety of staff, young people and the community</li> <li>• Demonstrate leadership qualities such as ability to mentor, support and guide; provide debriefing [including incident debriefing] to colleagues, as required, and model the BYS core values of Respect, Optimism, Accountability and Resilience</li> <li>• Plan and support team induction processes including practice mentoring and shadowing opportunities for new team members and supervise students, project staff and volunteers in line with BYS policies and line management</li> <li>• Use project management tools [Asana] to update projects and prepare reports as required</li> <li>• Develop networks and collaborative relationships with internal and external service providers</li> </ul>
<b>Service Delivery:</b>	<ul style="list-style-type: none"> <li>• Provide support to protect and strengthen families through evidence based, child centred and family focused early interventions</li> </ul>

	<ul style="list-style-type: none"> <li>• Provide intake and follow up for referrals and facilitate appropriate pathways of support for young parents with children to achieve their goals</li> <li>• Assist young families experiencing or at risk of homelessness to secure and sustain safe, affordable housing</li> <li>• Work in partnership with young parents to support them to reduce family stress and safely care for their children</li> <li>• Deliver services that focus on the optimal social and emotional development of infants and toddlers within the context of secure, stable relationships with their parent[s]</li> <li>• Advocate on behalf of young parents and their children and link them with specialist and community-based support services</li> <li>• Assist with group work to engage with young parents and children</li> <li>• Create and maintain support plans and case notes in line with organisational policies and procedures</li> <li>• Manage a caseload of young parents with children and provide specialist support and intervention in order to protect and strengthen families through a professional, responsive, child-centred &amp; family focussed manner</li> <li>• Conduct intake and assessment process with young parents and children and assist them to achieve their goals through effective case management and evaluation</li> <li>• Participate in staff training and development activities as required</li> <li>• Transport groups and individuals to appointments, meetings, and any other activities or tasks as required</li> <li>• Plan and facilitate group activities and outings to engage young parents and their children in a supportive environment and build healthy parent-child relationships and support family cohesion</li> </ul>
<p><b>People, Culture, Safety:</b></p>	<ul style="list-style-type: none"> <li>• Contribute to and model a culture of respect, optimism, accountability and resilience in line with organisational values</li> <li>• Participate in regular supervision to monitor service delivery and evaluation and collaborate on high-risk planned support and self-care initiatives</li> <li>• Identify and participate in training and professional development opportunities</li> <li>• Participate as a collaborative and supportive team member, contributing to the overall effectiveness of the team and outcomes for young people</li> <li>• Create a trusting, cohesive environment where people can express opinions and those opinions are heard</li> <li>• Model ethical behaviours in line with the BYS Code of Conduct and consistently apply ethical standards to self and others</li> <li>• Participate in quality practice reviews, all-staff days, organisational planning and identify and participate in training and professional development opportunities</li> <li>• Protect and promote the rights of children and young people, including making decisions compatible with the Human Rights Act 2019; and responding to and reporting suspicions and disclosures of abuse or harm</li> <li>• Ensure a healthy and safe workplace for all by adhering to BYS Work Health, Safety and Wellbeing Policy, Procedures and Practices</li> </ul>

	<ul style="list-style-type: none"> <li>Actively participate to deliver the BYS Reconciliation Action Plan [RAP] initiatives and measurable actions that support First Nations equality across our organisation and services</li> </ul>
<b>Administration:</b>	<ul style="list-style-type: none"> <li>Undertake all administrative functions relating to the role and ensure accurate and timely records are created and maintained in accordance with relevant legislation and BYS policies</li> <li>Submit timesheets and leave requests accurately and on time on a fortnightly basis, in accordance with relevant legislation and organisational policy and procedure</li> <li>Collect and maintain accurate, timely client data and contribute to program-specific and organisation-wide monitoring, evaluation and learning activities</li> <li>Undertake any other duties or tasks as required</li> </ul>

*The changing demands of BYS's organisation requires it to have reasonable flexibility in stipulating the duties that you will undertake from time to time. You will be required to perform any other duties for which you have the appropriate skill and/or training which are assigned to you by BYS, and these responsibilities do not limit what may be reasonably requested of an employee during the course of their employment. As the successful applicant, you are required to sign and date this Position Description to demonstrate your commitment to fulfill this role in accordance with the key result areas outlined above.*

<b>Employee Name:</b>		<b>Signature:</b>		<b>Date:</b>	
-----------------------	--	-------------------	--	--------------	--