

Position Details

Title:	Aboriginal Community Convenor, Aboriginal Family Led Decision Making		
Department:	Family and Community Services	Team:	Cultural Advocate Support
Supervisor:	Coordinator Family Services Cultural Advocate Support	Location:	Mildura
Level:	Schedule B Level 3	Date Approved:	15 March 2022
Award:	Social, Community, Home Care and Disability Services Industry Award 2010		

Position Summary

The role of the Aboriginal Community Convenor is to work collaboratively with Child Protection to maximise service delivery to Aboriginal clients of Child Protection and their families by: leading and modelling collaboration to achieve reconciliation; identifying and engaging family members in the AFLDM process; providing information and support to the Child Protection convenor; and assisting in communicating the family's issues and needs to Child Protection.

The Aboriginal Community Convenor is also responsible for gathering cultural information for Aboriginal children and young people to develop and implement the cultural support plan. The Aboriginal Community Convenor will be required to consult with and work in partnership with families, children and young people, the Aboriginal Child Specialist Support Service (ACSASS), Child Protection and members of the community to compile, implement and monitor cultural support plans.

Travel between all MDAS locations including overnight travel to maximize work schedules may be required from time to time.

Key Performance Indicators (KPI's)

Direct Service Delivery	<ul style="list-style-type: none"> Work with children, families, carers, elders and the community to implement the actions determined through case planning and Family Decision Making to bring about the changes necessary to ensure the safety, stability and development of the child, including ensuring completion of Cultural Support Plans when required. Guides, encourage and support the child and family while monitoring impacts and outcomes. Ensure all service provision is inclusive of birth parents and extended family based on child/young person's best interest, case plan and court orders. Provide authoritative advice and opinion to professionals in other disciplines; lead or participate in case conferences, including family decision making, with other professionals. Other duties as requested.
Case Management	<ul style="list-style-type: none"> Provide quality, timely and effective case practice and case management services in line with the Best Interests Framework. Accept referrals and undertake assessments of suitability and provide feedback on the outcome of this assessment process. Facilitate and lead family decision making. Facilitate care teams and the coordination of collaborative practice. Recruit, train, support and supervise community Elders from all Aboriginal communities across the region to participate in AFLDM meetings.
Relationship Management	<ul style="list-style-type: none"> Foster and maintain relationships with other agencies to benefit clients and the organisation and work collaboratively with internal partners to ensure streamlined intake, assessment and referral processes. Attend appropriate meetings and forums and participate in education programs to ensure the latest developments, research and treatment models are integrated into Mallee District Aboriginal Services (MDAS) practice.

	<ul style="list-style-type: none"> • Ensure familiarity with relevant therapeutic and intervention types relevant to vulnerable children and young people. Participate in providing information and advice to carer's and professionals through brief sessions. • Participate in formal and informal supervision and annual performance appraisal.
Leadership	<ul style="list-style-type: none"> • Undertake relevant data collection, monitor KPI's, enter data into CRIS and CRISSP and submit a monthly statistical report demonstrating progress towards improved social and emotional wellbeing in the Aboriginal community and to comply with DHHS and funding requirements. • Report through an escalation process, any concerns that may place a client or their family at unacceptable risk. • Contribute to Policies and Procedures with a focus on continuous improvement.
Corporate Responsibilities	<ul style="list-style-type: none"> • Support values that respect historical and contemporary Aboriginal cultures so that Aboriginal people are recognised as having a special connection with the State. • Promote compliance with relevant legislation and MDAS Policies. • Assist with and support any internal or external audit processes.

Key Selection Criteria

Knowledge and Skills	Knowledge of the legislative, policy and practice requirements relating to Aboriginal children, families and community, including understanding of the effects of the Stolen Generation in Aboriginal communities. Knowledge and ability to embed in practice, the core responsibilities and principles underpinning the Children Youth and Families Act 2005 and the Child Wellbeing Act 2005. Ability to apply the best interests case practice model in undertaking assessments, decision-making, planning and interventions to respond to a child or young person's safety and development.
Reporting and Compliance	Ability to develop, plan, implement, manage and evaluate a program and experience in recording case notes. Experience in preparing written reports including reports with statistical data collected from service delivery reporting.
Communication and Interpersonal Skills	Communicate, consult, liaise and negotiate with a broad range of people both Aboriginal and Non-Aboriginal people at all levels to achieve broad project objectives and goals. Understands underlying needs and issues of stakeholders and negotiates effectively to develop and implement solutions.
Problem Solving	With a strengths-based approach, solve problems based on operational knowledge and experience, scanning for useful information, looking for underlying causes and suggesting alternative actions for clients and staff
Respect Cultural Diversity	Take action to provide services that are inclusive of Aboriginal people and engage in learning about other cultures to better establish relationships and improve services.
Qualification/s:	Relevant qualification at Certificate IV in Community Services or higher with relevant experience.
Other Screening Requirements:	<p>A current Drivers Licence that allows you to drive in Australia.</p> <p>A current Employee Working with Children Check card.</p> <p>A current National Police Check.</p> <p>Covid-19 Vaccination Certificate and Booster information (or evidence of a valid medical exemption).</p>



*"Self-determined, healthy, robust and Culturally strong
Aboriginal Communities across the Mallee Region"*

MDAS is a child safe organisation and is committed in everyday practice to ensure the safety and wellbeing of all children, at all times. As a 'child safe' organisation, employment with MDAS is subject to satisfactory national police check and Working with Children Check in Victoria prior to commencement of paid or voluntary work and/or participation in any service or undertaking.

MDAS is a health service provider, and it is a condition of employment at MDAS that all employees, volunteers, and contractors receive all COVID-19 vaccination requirements and provide evidence of vaccination certificates and subsequent booster information or evidence of a valid medical exemption to be able to perform duties at any of MDAS' work sites.

Approval

Classified by: R. Lovski

Signature: _____

Manager: _____

Employee: _____

Signature: _____

Signature: _____

Date: ____/____/____

Date: ____/____/____