



**MDAS**  
MALLEE DISTRICT ABORIGINAL SERVICES

*"Generations of vibrant, healthy  
and strong Aboriginal communities."*

### Position Details

Title:	Caseworker Targeted Care Packages		
Department:	Family and Community Services	Team:	Children's Placement Services
Supervisor:	Coordinator Children's Placement Services	Location:	Mildura
Level:	Schedule B Level 3	Date Approved:	8 February 2020
Award:	Social, Community, Home Care and Disability Services Industry Award 2010		

### Position Summary

Targeted Care Packages (TCP) enables children and young people from Residential Care and Home Base Care to return home or to transition into care arrangements where their needs will be better met. The aim of Targeted Care Packages is first and foremost to achieve better outcomes for children and young people in out-of-home care. To that end, the best interests of children and young people will guide all decision making when considering care and support options to ensure a tailored response.

It is expected that the Caseworker Targeted Care Packages will directly engage and work with the child, their family, carers and others to facilitate changes that support achievement of the child's case plan and the outcomes sought for the child or young person. They are not just case coordinators.

To fulfil their role, the Caseworker Targeted Care Packages will need to possess sound case work and management skills. They will also need to possess an ability to work outside traditional program boundaries and be supported by MDAS to do this. They will also need to be culturally sensitive and make sure for Aboriginal children that appropriate cultural supports are provided in line with any cultural support plan.

### Key Performance Indicators (KPI's)

Direct Service Delivery	<ul style="list-style-type: none"><li>• Coordinate care teams of diverse service providers and supports required to sustain children/young people's placements.</li><li>• Support the caregivers of children/young people in order to sustain healthy, therapeutic placements for the child/young person in their care.</li><li>• Ensure that all relevant TCP data is up to date.</li><li>• Ensure that we are meeting our organisational obligations for the TCPs.</li><li>• Monitor the progress of TCPs.</li></ul>
Case Management	<ul style="list-style-type: none"><li>• Provide case management and placement support functions in line with the case plan for children/young people.</li><li>• Directly engage with the child, their family, carers and other members of the care team in a supportive, inclusive and respectful manner.</li><li>• Develop, in conjunction with clients, referring DHHS worker, Coordinators, and others as appropriate, individual TCP applications which specify the objectives, anticipated timelines, tasks and responsibilities necessary for their achievement.</li><li>• Participate in case reviews/care team meetings as required.</li><li>• Fulfill program requirements regarding case records, statistics and other data gathering requirements.</li></ul>


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| Stakeholder Management     | <ul style="list-style-type: none"> <li>• Effective engagement within Aboriginal Communities across the Mallee Region and with Aboriginal and Torres Strait Islander clients ensuring culturally appropriate services at all times.</li> <li>• Liaison with support services ensuring effective referral applications to support in accordance with interagency agreements.</li> </ul> |
| Reporting and Compliance   | <ul style="list-style-type: none"> <li>• Actively participate in quality activity reports within your division ensuring that a quality culture of Do, Check and Act is evident in your work conduct.</li> <li>• Undertake relevant data collection, monitor KPI's and submit a monthly report demonstrating progress towards KPI's to the Program Manager.</li> </ul>                 |
| Corporate Responsibilities | <ul style="list-style-type: none"> <li>• Support values that respect historical and contemporary Aboriginal cultures so that Aboriginal people are recognised as having a special connection with the State.</li> <li>• Promote compliance with relevant legislation and MDAS Policies.</li> <li>• Assist with and support any internal or external audit processes.</li> </ul>       |

### Key Selection Criteria

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| Case Management                        | Experience in the case management of complex children, youth and families and knowledge of the Residential Care, Out of Home Care system and Child Protection statutory requirements. Demonstrated ability to advocate for client needs, influencing decisions in client's best interests. |
| 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.   |
| Problem Solving                        | Solves problems based on operational knowledge and experience, scanning for useful information, looking for underlying causes and suggesting alternative actions for clients and staff.  |
| Organising and Planning                | Uses knowledge and experience to develop and implement systems to plan and monitor own performance   |
| 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:                       | A tertiary qualification or equivalent training and experience in Social Work, Youth Work or another relevant field.   |
| Other Screening Requirements:          | A current Drivers Licence that allows you to drive in Australia.<br>A current Employee Working with Children Check card.<br>A current National Police Check.   |

### Approval

Classified by: SBYRNE

Signature: 

Manager: \_\_\_\_\_

Employee: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Dated: \_\_\_\_/\_\_\_\_/\_\_\_\_

Dated: \_\_\_\_/\_\_\_\_/\_\_\_\_