



TEAM LEADER – CHILDREN & FAMILIES INTENSIVE SUPPORT PROGRAM

POSITION TITLE: Children and Families Intensive Support Program (CaFIS) TEAM LEADER

POSITION OBJECTIVE:

This position provides leadership to Waltja’s Children and Families Intensive Support (CaFIS) fieldworkers in the delivery of our new CaFIS program on remote Central Australian communities.

This CaFIS program ‘Holding Our Families Together’ will support the Eastern Arrernte, Anmatjere and Alywarre communities of Atitjere, Engawala, Bonya, Laramba, TiTree, and Utopia Homelands. This is a five year program, with strong community and organisational support, and with a successful community-based model of practice developed by Waltja over the past 25 years.

The Team Leader will coordinate the activities of the CaFIS team, and will provide support, monitoring and guidance to ensure that program delivery and documentation is consistent with program requirements and with Waltja organisational values, policy and procedures.

The CaFIS program will provide case management support to Aboriginal families concerned for the welfare of their children and youth. The program team will work closely with community elders and young leaders, provide case management and/or community workshops and activities, and will advocate for children/youth and their families access to, and appropriate response from, appropriate services. All team members must be committed to the self-determination of Aboriginal people, and to a strengths-based approach to Aboriginal community development.

The Team Leader will provide line management to the fieldwork team, and will be directly accountable to the Waltja management team. The fieldwork team comprises up to 4 community development fieldworkers, and 2 Aboriginal fieldwork trainees. The Team Leader will also provide guidance to the fieldworkers on how to mentor and work well with Aboriginal Community Workers - people employed on a casual basis to facilitate program engagement on their communities. Case management specialist support for the team will be provided by a part-time Case Management Consultant.

The CaFIS Team Leader will be based in Alice Springs with regular travel to communities as required to actively guide and monitor team performance and to support program activities.



DUTIES AND RESPONSIBILITIES:

1. Support the CaFIS fieldworkers to undertake community engagement, case management and all program activities in accordance with Waltja organisational values, CaFIS program requirements, and the Waltja CaFIS Practice Framework.
2. Support the CaFIS team members to consistently work towards the self-determination of Aboriginal people, and in accordance with the principle of Aboriginal self-determination.
3. Support the engagement of Aboriginal people from each community as advisors and co-workers to assist with Waltja's service delivery and program evaluation; support skills development of community members related to the program objectives; support skill development of CaFIS field workers in working in partnership with community members.
4. Ensure that the CaFIS program activities and outcomes are documented by fieldworkers according to Waltja protocols and DSS program requirements, including travel forms, community visit reports, and DEX reporting.
5. Assist Management Team with regular reporting to and liaison with the DSS CaFIS Funding Agreement Manager. Prepare annual CaFIS Activity Work Plans and AWP reports.
6. Support each CaFIS fieldworker to access monthly individual supervision (according to ASWA protocols) and to access external or on-the-job training as appropriate. Participate in regular reflective practice supervision sessions with the Case Management Consultant.
7. Manage and maintain positive working relationships with stakeholders, referring agencies and associated services and networks.
8. Facilitate regular CaFIS team meetings and client case reviews; conduct continuous program evaluation in consultation with the Management team, the CaFIS fieldworkers and Aboriginal community advisers.
9. In consultation with the Management team, undertake or manage the planning, submission, delivery, evaluation and acquittal of short-term, small project and quick response grants, developed in response to community-initiated activity ideas.
10. Work collaboratively with other staff, Management and elected Board Members. Support and mentor junior staff. Participate in Waltja events and meetings as directed.
11. Represent Waltja at Conferences, Seminars, Meetings, and Committees and in other community forums as required. Be proactive in networking with related services and organisations.
12. Identify training and professional needs/opportunities, and undertake training as directed by Management Team.
13. Work within Waltja's organisational values, code of conduct and policies and procedures.



SELECTION CRITERIA

Essential:

1. A commitment to Aboriginal self-determination, demonstrated ability to relate sensitively and effectively with Indigenous people and demonstrated awareness of the issues affecting Aboriginal children/young people and their families in central Australia.
2. Qualifications in Social Work or Community Development, and the capacity to demonstrate how the knowledge gained through this qualification relates to the requirements of this position.
3. Previous experience in community development work, including community consultation, service delivery, performance and data reporting, and evaluation.
4. Experience providing team leadership, and demonstrated capacity to model and teach good practice in family and youth services.
5. Demonstrated capacity to manage a diverse workload, to manage time effectively, and initiative to make appropriate and strategic decisions when required.
6. Experience in the development and maintenance of partnerships and networks to support program objectives.
7. Current NT Working with Children and Vulnerable Persons (Ochre Card) authorization, or the capacity to acquire this within 6 weeks of provisional appointment.
8. Willingness to undertake a Police Check (for criminal history) – required within 6 weeks of provisional appointment.

Desirable:

1. Experience working in or with remote central Australian Aboriginal communities.
2. Experience working with Aboriginal families to assist them to make positive change and/or to address barriers to self-determination
3. Functional knowledge and skill in a central Australian Aboriginal language.
4. Current NT Drivers License or commitment to transfer current Drivers License to NT immediately upon appointment; experience driving 4WD vehicles.

SALARY PACKAGE:

SCHADS Award Level 6: Level 6.1 Currently \$92,703 gross p/a plus superannuation

Superannuation: 11.75%

Travel: \$70/night for remote travel

Equipment: All digital/computer/phone and travel equipment provided. Swag supplied



Annual leave: 4 weeks pro rata

Personal Leave: 10 days pro rata

Ceremonial Leave: Up to 8 weeks leave without pay

Compassionate: 3 days paid leave, 3 weeks leave without pay for immediate family.

Time in Lieu: Flexible working hours & time in lieu arrangements instead of overtime.

Salary Sacrifice is a benefit available to employees in the Community Services sector. It enables employees to reduce their taxable income, by having a proportion of their salary allocated to bills and basic living costs before tax is calculated.

Under Legislation there is a capped limit on the amount you can salary package each fringe benefit tax year (1 April to 31 March). For employees who work for a Public Benevolent Institution the capped limit is \$15,899.90 (\$30,000 grossed up). There are a range of salary packaging options that apply and these should be discussed with Waltja's finance team.

The Closing Date for this position is now 4th March.

Enquiries about this position can be made to manager@waltja.org.au.