



Waltja Tjutangku Palyapayi
“Doing Good Work With Families”

POSITION TITLE:

Team Leader Children and Families Intensive Support

ABOUT THE PROGRAM:

Waltja Tjutangku Palyapayi (Waltja)’s Children and Families Intensive Support (CaFIS) program supports 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 CaFIS program provides case management support to Aboriginal families concerned for the welfare of their children and youth, with referrals received from community members, Territory Families, health clinics and other relevant services. The program team will work closely with community elders and young leaders to provide case management, community workshops, activities, and advocacy to children and their families. All team members must be committed to the self-determination of Aboriginal people, and to a strengths-based approach to Aboriginal community development.

POSITION OBJECTIVE:

This position provides support to CaFIS fieldworkers in the delivery of the program on remote central Australian communities, according to funding requirements and Waltja organisational values; and assists in the design and delivery of community development projects. The CaFIS Team Leader will be based in Alice Springs with regular travel to remote communities.

ACCOUNTABILITY:

The CaFIS Team Leader will be accountable to the Management Team and will work in partnership with other CaFIS field workers.

DUTIES AND RESPONSIBILITIES:

Case Management Support

1. Ensure that the CaFIS program activities and outcomes are documented by fieldworkers according to Waltja protocols and program reporting requirements, including DEX reporting, quarterly reports, annual program Activity Work Plans and Activity Reports.

2. Support fieldworkers to undertake community engagement and case management in accordance with Waltja organisational objectives and values, CaFIS guidelines.
3. Support CaFIS fieldworkers to access monthly external 1:1 supervision and case reviews with the Case Management Consultant.
4. Facilitate weekly CaFIS team meetings and monthly 1:1 administrative supervision with field workers in order to support them to meet reporting and program requirements.
5. Manage a small case load where required.

Community Development

1. In consultation with the Management team, support field workers to undertake the planning, submission, delivery, evaluation and acquittal of short-term, small project and quick response grants, developed in response to community-initiated activity ideas.
2. In consultation with the Management team, coordinate and oversee the consultation, planning, submission, delivery and evaluation of medium to long-term community development projects related to children and families.
3. Ensure all projects undertaken by the CaFIS team are done in partnership with community leaders, and in accordance with the principle of self-determination, the 'Waltja Way', CaFIS Practice Framework and Collective Ethics.

General

1. Complete and provide appropriate and up-to-date documentation related to community visits, travel plans, data reporting, and client/community support provided or requested.
2. Engage Aboriginal people from each community as advisors and co-workers to assist with Waltja's service delivery, and support skills development of community members related to the program objectives.
3. Work together with other staff, Management and elected Board Members. Support and mentor junior staff where relevant. Participate in Waltja events and meetings as directed.
4. Represent Waltja at CaFIS conferences, seminars, meetings, and committees and in other community forums as required.
5. Identify training and professional needs/opportunities, and undertake training as directed by Management Team.
4. 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 Aboriginal people and demonstrated awareness of the issues affecting Aboriginal children/young people and their families in central Australia.
2. Qualifications in Social Work, Youth Work, Community Development or a combination of professional development and work experience.
3. Previous experience in community work, including; case management, mandatory reporting community consultation, performance and data reporting, service delivery and/or evaluation.
4. Previous experience in a leadership role within the community services sector, including case management, mandatory reporting, community consultation, performance and data reporting, service delivery and/or evaluation.
5. Experience in the development and maintenance of partnerships and networks to support program objectives.
6. Willingness to travel to remote communities, including overnight stays
7. Demonstrated level of fitness/capacity for remote travel
8. Current NT Working with Children and Vulnerable Persons (Ochre Card) or willingness to apply upon appointment to the role.
9. Willingness to undertake a Police Check (for criminal history) required at commencement of role.
10. Current NT Driver's License or commitment to transfer current Driver's License to NT immediately upon 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. Experience working in family support, family violence and or youth justice programs
4. Experience driving 4WD vehicles on remote roads

Salary Package:

SCHADS Award Level 6: Level 6.1 Currently \$102,001 gross p/a plus superannuation

Superannuation: 11.75% non-smoker and 10.5% for smoker.

Travel: \$70/night for remote travel

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

Annual leave: 4 weeks pro rata plus paid annual shut down over the holiday period (at discretion of Executive).

Personal Leave: 10 days pro rata

Travel reimbursement: \$900 annually.

Health and wellbeing allowance: \$800 annually with receipts.

Time in Lieu: Flexible working hours and 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.

For further information about Waltja please contact www.waltja.org.au.

An Applicants Information pack is available at <https://www.waltja.org.au/wp-content/uploads/2021/12/waltja-information-pack-for-applicants-2.pdf>

Interested applicants should send their resume and a one-page cover letter to ceo@waltja.org.au noting your areas of strength and interests. The start date is negotiable up to February 2023. To discuss this position further please email ceo@waltja.org.au

Applications MUST address the essential and desirable criteria and include a current resume with 3 referees. Please sent to the above email address by COB Friday 9 December.

Waltja is a smoke free workplace.