



Victorian Aboriginal Community Services Association Ltd.

JOB DESCRIPTION

Position:	Homelessness Men's Case Worker
Location:	Aboriginal Centre for Males - 201 Bell Street, Preston
Hours:	Full Time – 37.5 hours per week
Classification Award:	Community Development Worker – L4.1
Contract Period:	12 Months
Reports to:	Manager – Aboriginal Centre for Males
Travel	Occasional travel is a requirement of the position

OUR ORGANISATION

The Victorian Aboriginal Community Services Association Limited (VACSAL) is the recognised state-wide Peak Advisory body on Aboriginal Community issues. VACSAL is a community based, community controlled organisation, comprising representatives from Koorie organisations across the State. As well as having an advisory role, VACSAL delivers and manages a range of critical community services across Victoria.

Aboriginal Centre for Males is a key stakeholder in focussing on the issues of family violence and strongly support Men to commence and continue a path of healing for themselves, their families and communities. In 2005 the state government introduced reforms to the family violence service system. As a result Victoria has established an Integrated Family Violence System that enables a range of service providers to respond collaboratively to Indigenous Men who use violence against women and families.

POSITION SUMMARY

This position provides a practical medium term case management response. The case worker will work with a small case load of high needs men and be responsible for providing intensive support and case work to 15-20 men annually. The Case Worker will work closely with our Men's Time Out/Referral worker and other Case Workers and together will build upon the work completed to date with our other direct service delivery programs.

The position will cover the North and Western Metropolitan area of Melbourne and is delivered by Aboriginal Centre for Males (VACSAL) who are funded by the North and Western Metro Region, Department of Human Services.

Overview of service delivery Model

The proposed service model will work towards ensuring there is a flexible seamless approach to the implementation and ongoing delivery of the program.

The position will have an allocated manager providing direct supervision and support to the program.

The position will be based with the Men's Family Violence Team thus increasing support, experience and knowledge.

KEY RESULT AREAS

Tasks
<ul style="list-style-type: none">• To provide highly mobile outreach support utilising a case management framework to assess, monitor and evaluate the housing and support needs of and case work to a minimum of 15 Aboriginal men annually in insecure or low cost housing.
<ul style="list-style-type: none">• To deliver ongoing case-management support and housing to Aboriginal men. Services provided will include crisis intervention, assistance to secure safe, affordable and secure accommodation, assistance to secure or maintain long term accommodation, assistance with public and social housing applications, distribution of financial assistance and links to appropriate support services.
<ul style="list-style-type: none">• To effectively link Aboriginal men with appropriate supports, including but not limited to educational, health, social, family violence, recreational, training and employment services.
<ul style="list-style-type: none">• The development of solid working relationships with mainstream community services such as, anger management/therapy programs, drug and alcohol, transitional/crisis housing providers.
<ul style="list-style-type: none">• To ensure all Client Processes as listed are adhered to as per your Program Manual:<ul style="list-style-type: none">○ Screening and entry of clients○ Client Assessment○ Case Planning○ Client Management○ Case Coordination○ Case Review○ Exit Planning and Case Closure○ Evaluation
<ul style="list-style-type: none">• To maintain all client files and client data in accordance with VACSAL policies and procedures.
<ul style="list-style-type: none">• To respond to the immediate needs of the client, in consultation with other services as appropriate.
<ul style="list-style-type: none">• To attend staff meetings and participate in professional development programs as directed.
<ul style="list-style-type: none">• Accurately and securely maintain clients' personal details ensuring confidentiality and privacy of all personnel data and transactions.
<ul style="list-style-type: none">• To complete monthly reports.
<ul style="list-style-type: none">• As directed, assist with Time Out Men's Family Violence Referral Service Worker as required.

<ul style="list-style-type: none"> • Undertake other duties that are peripheral to the main tasks, provided that such duties are reasonably within the employee's skills, competence and training.
<ul style="list-style-type: none"> • Ensure you have a sound knowledge of all VACSAL programs
<ul style="list-style-type: none"> • Create a yearly work plan, with bi monthly targets ensuring it aligns with your KPI's and is in conjunction with your program and the Strategic Plan. These are to be updated bi monthly as part of your Supervisor Sessions.
<ul style="list-style-type: none"> • Assist with VACSAL community events such as NAIDOC activities, sports carnivals etc
<ul style="list-style-type: none"> • Attend VACSAL In Service and AGM annually

KEY SELECTION CRITERIA (KSC)

Mandatory KSC:

- Knowledge of Koorie Family Violence Issues in Victoria.
- Knowledge and understanding of Koorie history culture and issues affecting the Victorian Koorie community.
- A good understanding and demonstrated experience in providing case management to adult men.
- A good understanding of the effects of trans generational violence and trauma on Aboriginal men and their families.
- Experience working with Aboriginal Men and users of family violence.
- Qualifications: Tertiary qualification in social work or similar would be an advantage however is not a requirement of this position.
- Ability to work with families/individuals and reach agreement on strategies that reduces the likelihood of violence within the family unit.
- A demonstrated ability to write clear and concise reports and assessments.
- Excellent communication and interpersonal skills.
- Working with children's check
- National police check
- Current Victorian Driver's License
- Full Vaccination against COVID-19

Other Relevant Information:

- After hours work may be required
- The successful applicant will be required to disclose any pre-existing injury/injuries and/or medical condition/s, which could be aggravated by the type of employment they are applying for. The existence of an injury/injuries and/or medical condition/s will not preclude the applicant from employment, unless they are unable to perform the inherent requirements of the position. However, failure to disclose any relevant information may affect a claim for Worker's Compensation.

Applications for this position must include the following:

- 1 Written cover letter that outlines why the applicant believes that he/she would be suitable for this position.
- 2 Detailed Curriculum Vitae that outlines educational and employment background, which must also include at least 3 referees.
- 3 A detailed response to the Key Selection Criteria.
- 4 Applications for this position close on **30th November, 2023** Applications must reach VACSAL office by close of business that day.
- 5 **It is a mandatory requirement that all successful applicants will be required to undertake a Working with Children check and a National Police check.**
- 6 Applications must be marked ***Private & Confidential*** and addressed to:

Linda Bamblett
CEO
Victorian Aboriginal Community Services Association Limited
496 High Street
Northcote, VIC 3070
Email: linda.bamblett@vacsal.org.au

Further information or questions concerning this position can be directed to David Nelson,
Manager, Aboriginal Centre for Males Ph. 03 9487 3000