



Early Childhood Parenting Centre Position Description Growing Together Family Worker

Stage : **Issued**
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Position Title:

Growing Together Family Worker

Classification / Award:

Child & Family Services Collective Agreement
SW2

Location:

Early Childhood Parenting Centre - Chisholm Street, Ballarat.

Qualifications:**Minimum:**

Degree in Social Work, Psychology, Family Therapy, Maternal & Child Health, Education or equivalent tertiary qualification.

Preferred:

Experience in working with families in an educative manner.
Experience with families with an intellectual disability/high needs.
Familiarity with risk indicators associated with infants and families.
Experience with program evaluation.

Terms and Conditions:

1. Child & Family Services Collective Agreement - Level SW2
2. The prevailing Superannuation Guarantee Levy amount will be paid to the HESTA fund or Health Super. Voluntary contributions can also be made.
3. Option for salary packaging is available under Certified Agreement.
4. Ability to work flexible hours if required.
5. A satisfactory criminal records check and a current driver's licence are required.
6. Three month probationary period with the opportunity for termination by either party with notice as per terms of the Collective Agreement.

Directly Responsible To:

Coordinator Early Childhood Parenting Centre, Chisholm Street, Ballarat

Scope of Position:

Position 0.5 EFT (Currently) Potential for further hours pending new funding.

Growing Together offers a small number of parents with an intellectual disability or learning difficulties intensive education and support to assist them to care for their infants.

The aims are:

- To further develop and document a program that will inform future service delivery and provide the basis and evidence for future funding submissions.
- To make available information and tools developed to mainstream family support services.
- To participate in evaluation of the program.
- Provide intensive parenting support and education to a small group of parents with an intellectual disability or learning difficulty.
- Maintain a focus on emotional wellbeing and infant/parent relationships as well as physical development.
- Liaise with other service providers and link the families into mainstream services as appropriate.

Principles underpinning service delivery:

- The safety of the infant is the paramount guiding principle when making decisions.
- The program will be provided on a model of family centred and relationship based practice.
- The framework for service provision will be based on current and sound theoretical and validated research.

Target Group:

A small group of parents with an intellectual disability or learning difficulties, identified by community based intake or by Ballarat Health Services pre or post birth.

Competencies:

- Ability to engage parents with an intellectual disability or learning problems.
- Acute observational skills.
- Sound knowledge of early parenting education and the needs of infants and young children.
- Ability to understand and identify risk factors.
- Ability to develop teaching aids tailored to each individual's needs and abilities.
- Ability to be part of a small team.
- Ability to work collaboratively with other professionals.

Duties and Responsibilities:

1. Participate in documenting learnings and evaluating the project.
2. Identify appropriate families including early liaison with Ballarat Health Services and CAFS intake.
3. Maintain and utilise brokerage as appropriate.
4. Offer a flexible, intensive support and individually tailored, home-based educative services to clients.
5. Identify and address risk factors.
6. Liaise with other professionals and link families with other services as appropriate.
7. Participate in fortnightly supervision, and attend training as required
8. Maintain all records and case file notes in a professional

manner.

9. Promote a safe working environment and ensure compliance with all relevant OH&S requirements.

Further Defined Roles :

- Be an active member of a small team.

Other Requirements:

Undertake other duties as required.

Key Selection Criteria:

1. Qualifications and other documentation

Minimum:

Degree in Social Work, Psychology, Family Therapy, Maternal & Child Health, Education or equivalent tertiary qualification.

Preferred:

Experience in working with families in an educative manner.

Experience with families with an intellectual disability/high needs.

Familiarity with risk indicators associated with infants and families.

Experience with program evaluation.

Current Victorian driver's licence and satisfactory Criminal Records check prior to beginning work.

Working with children check.

2. Attitudes, values and commitment to providing the service

- Familiarity and agreement with the mission and values of CAFS and its commitment to working with the most vulnerable families.
- Demonstrated ability to engage with and work with vulnerable families including those in which a parent has an intellectual disability or learning difficulty.
- Demonstrated capacity to work flexible hours to suit client needs. This may include evening work.
- Commitment to respond to the adolescent needs of young parents if required.

3. Specific skills and knowledge

- Knowledge of parenting theories, techniques, child development and risk assessment.
- Familiarity with the Victorian State Disability Plan 2002-2012.
- Familiarity with adult learning principles and learning challenges for adults with an intellectual disability or learning difficulties.
- Ability to teach parenting skills and tailor the education and

teaching style to suit each specific family.

- Ability to make and record precise observations and use these to inform interventions.

4. Commitment to professional development

- Commitment to develop your knowledge base in line with best practice standards.
- Commitment to being an active member of the Victorian Best Start project -Eureka 'hub', an initiative of Healthy Start.

5. Commitment to program development

- Commitment to evaluate the program in the interests of best practice.

6. Other

- Ability to work independently within a small team.

References to Standards and Legislation:

ABEF Category 3:3.0 Data, Information and Knowledge

3.2: Integration and use of Knowledge in Decision-Making

ABEF Category 6:Processes, Products and Services

6.1: Innovation Process

Quality Document References:

Occupational Health and Safety: Policy -CAFS Wide

External Files/Links:

Children in Need Assessment Framework

Children in Need Assessment Documents

Department of Education & Early Childhood Devt

Early years blueprint

Healthy Start Website

Healthy Start Learning Hubs

Responding to Children in Need

Responding to Children in Need

Summary of Specific Responsibilities

Defined in

Responsibility

Note: No **specific** responsibilities for this position have been defined in Procedures, Work Instructions or Practice Documents.

Performance Appraisal:

Participate in annual performance appraisal as per Performance Management Policy.

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