



Womens Safety Services of Central Australia

Our Vision: Greater Safety, Respect and Dignity for all Women and their Children in Central Australia

Position:	Children's Case Support Worker
Terms:	2 year contract, Full-time
Reports to:	Children's Advocate
Remuneration:	Level 3.1 SCHADS Industry Award 2010 <i>Generous package including 6 weeks annual leave and salary sacrifice</i>

Women's Safety Services of Central Australia (WoSSCA) is a not-for-profit, non-government organisation that operates on a feminist framework and is committed to assisting and enabling women and children experiencing domestic and family violence. WoSSCA provides several services which include; 24-hour Crisis Accommodation, Urban and Remote Outreach services, Court Support, Men's Behaviour Change Women's Safety work and Community Development and Training.

Function:

The Children's Case Support Worker – will provide case support at the direction of the Children's Advocate in the Crisis Accommodation Service (CAS). This will include the provision of a range of client, operational and administrative support to contribute to the effective daily functioning within CAS and high-quality responses to children's needs.

This position will work in accordance with the philosophy, mission, values and policies of Women's Safety Services of Central Australia.

Duties and Responsibilities:

- Work collaboratively to implement case tasks identified by the Children's Advocate.
- Work collaboratively with case workers in the CAS to implement identified case tasks.
- Attend relevant meetings with the Children's Advocate.
- Contribute to risk assessment, safety planning and case management for children residing at CAS.
- Provide timely advocacy and referrals to services identified in the safety and case management plans.
- Maintain accurate and thorough written records including, but not limited to, case notes, risk assessment, safety planning, meeting and supervision notes and inter-agency communications
- Collect accurate statistical client data
- Participate in staff meetings, skills development and training opportunities and performance appraisal activities as directed by the Children's Advocate, CAS Manager or CEO.
- Prepare for and participate in regular internal supervision and actively seek supervisory support.
- Participate in a range of practical tasks that facilitate the effective and safe provision of WoSSCA services.
- Perform other reasonable duties as directed by the Children's Advocate, CAS Manager or CEO.

Selection Criteria:

1. Have, or be working towards the completion of, a formal qualification in Social Work, Social Welfare, or related discipline and / or prior experience in working within the community sectors
2. Prior experience in providing support services to the relevant target groups, including children, young people, women who have experienced domestic and family violence, will be a significant advantage
3. A working understanding of client confidentiality and privacy
4. Demonstrated experience of working cross-culturally, with an understanding of cultural safety and its application in service delivery.
5. Understanding of issues affecting women and children in Central Australia that contribute to their experience of DFV and sexual violence.
6. Ability to work collaboratively with direction and support from the Children's Advocate as well as ability to work independently.
7. Good level of computer literacy.
8. Ability to adhere to all WoSSCA policy and procedures, as well as working in accordance to the ethics, mission and vision of the organisation.

Mandatory requirements:

- A National Police Criminal History check (less than 3 months Old) with acceptable outcome.
- Northern Territory Working with Children Clearance (Ochre Card).
- Current NT Driver's Licence.
- Current First Aid Certificate or willingness to obtain one.

Compliance/Policies/Procedures:

This position will work under the policies and procedures of WoSSCA and in accordance with ethics, mission statement and vision of the organisation as the employer. It will also meet the relevant policy and legislative requirements of the funding body and the government.

WoSSCA programs are largely funded through government grants and a close relationship exists between the organisation and relevant government departments. Therefore, an appreciation and understanding of relevant government policies, initiatives and their applications is necessary to the success of the organisation.