



Njernda Aboriginal Corporation

## NJERNDABORIGINAL CORPORATION

### POSITION DESCRIPTION

#### Aboriginal Family Preservation and Reunification Response Practitioner




#### PURPOSE OF THE ROLE



The principal role of the Aboriginal Family Preservation and Reunification Response Practitioner is to engage and support Aboriginal families who are currently involved with child protection or community-based child protection to support safe and healthy family functioning and relationships. A key element of the role is reunifying children that have been removed from their home. This is a richly rewarding role and effects real lasting change in Aboriginal families and communities. The position will be part of a small team that works as a cohesive whole reporting to the AFPR response Team Leader.

Position Details	
Position Title:	Aboriginal Family Preservation and Reunification Response Practitioner
Location / Department / Division:	Njernda Family Services
Reports to:	Njernda Aboriginal Family Preservation and Reunification Team Leader
Positions reporting to this role:	NIL
Hours per week:	37.5
Budget / Funding:	302007- DFFH funding
Award and Pay Grade / Level:	Award: SCHADS Level 3
Pay Point classification (if applicable)	Pay point: PP1
Position Description last reviewed:	April 2025
Key Responsibilities	
<ul style="list-style-type: none"> <li>Undertake outreach work that will include attending clients home to provide families with supports and strategies to build their parenting skills.</li> </ul>	
<ul style="list-style-type: none"> <li>Provide intensive case management to assist families in meeting goals and avoid further child protection involvement. This work includes reporting any increased concern about child safety to DFFH.</li> </ul>	
<ul style="list-style-type: none"> <li>Utilise relevant evidence informed, strengths-based and trauma informed intervention strategies to engage at risk families.</li> </ul>	
<ul style="list-style-type: none"> <li>Deliver a service response that recognises cultural healing.</li> </ul>	
<ul style="list-style-type: none"> <li>Contributing to risk assessments when working with vulnerable families as required</li> </ul>	
<ul style="list-style-type: none"> <li>Provides court/reports evidence as required.</li> </ul>	

<ul style="list-style-type: none"> <li>Conduct and complete case notes. This entails Maintaining both electronic and written case management systems in line with DFFH legislative and Njernda policy requirements.</li> </ul>
<ul style="list-style-type: none"> <li>Support families to attend social and community events.</li> </ul>
<ul style="list-style-type: none"> <li>Liaising with a range of Njernda programs, Child Protection, external service providers and Community Service Organisations as required</li> </ul>
<ul style="list-style-type: none"> <li>Any other relevant duties, within scope of skill level and training, as required by your manager from time to time.</li> </ul>

Organisational Responsibilities
Positively promote Njernda within and externally to the organisation
Comply with the Njernda Code of Conduct
Each employee has a responsibility to comply and promote practices with all Njernda policies and procedures and familiarise themselves with those relevant to their position
Comply with relevant registration bodies mandatory continuing professional development requirements as applicable, but not limited to case reviews, staff meetings, planning forums, service reviews and the integration of client feedback
Carry out all work and interactions in alignment with Njernda values
Apply the highest level of confidentiality, understanding that confidentiality is an imperative for clients, their families, fellow employees and Njernda Aboriginal Corporation.
Commitment to ensuring a culture of child safety, preventing child abuse, and abiding by the child safety principles
Each employee has a responsibility to comply with and promote relevant legislation and professional standards in relation to safety, quality and risk relevant to their position
Each employee has a responsibility to comply with and promote compliance with their industry standards and relevant regulatory requirements
Participate in performance appraisal and supervision processes
Follow all work / occupational health and safety policies and procedures associated with conducting activities on or offsite

Njernda Values	
All staff are expected to behave in a way that is in alignment with our values:	
<div>Respect</div> <div></div>	<div>Establish relationships based on respect and trust.</div> <div>Treats people with dignity, fairly and openly.</div> <div>Demonstrates personal standards of consistency, tolerance and patience.</div>
<div>Accountability</div> <div></div>	<div>Taking ownership and initiative of Njernda values to ensure trusted collaborations are formed.</div> <div>Be thoughtful of the impact of one's own behaviour on others.</div>
<div>Resilience</div> <div></div>	<div>Encouraging cultural and spiritual growth to enable personal growth</div>

<b>Advocacy</b> 	Working to transform the disadvantaged and challenge the causes that impact on our community.
<b>Cultural Sensitivity</b> 	Welcoming and serving our community with understanding and without judgement.

Key Relationships	
Internal	External
Njernda Medical	Clients Families/ Carers – for service delivery
Njernda Wellbeing	Childcare Centre's
Njernda Alcohol and Other Drugs	Department of Families, Fairness and Housing
Njernda Family Violence	Schools
Njernda Youth	NDIS
Berrimba	Legal Services and Supports
Njernda Peadiatrician	Hospital Services (dental, etc)
Njernda Family Services Director, Manager and Team Leader	Services Australia
	Births, Deaths, and Marriages
	Other external stakeholders – for client related care
Selection Criteria	
Essential:	
<ul style="list-style-type: none"> <li>Bachelor's degree in social work, Child Development, Psychology, or a related subject area preferred, or</li> </ul>	
<ul style="list-style-type: none"> <li>A Diploma level relevant qualification with significant professional experience</li> </ul>	
<ul style="list-style-type: none"> <li>National Police Criminal and History Check</li> </ul>	
<ul style="list-style-type: none"> <li>Victorian Working With Children's Check</li> </ul>	
<ul style="list-style-type: none"> <li>A well-developed understanding of issues that impact on Aboriginal families, children, and young people, particularly those who are involved with Child Protection</li> </ul>	
<ul style="list-style-type: none"> <li>All staff employed within Response teams will be required to participate in training to understand and apply evidence informed practice approaches including Aboriginal Practice Modules and Common Elements.</li> </ul>	
<ul style="list-style-type: none"> <li>Capacity to assist or support other team members when high demand or as directed by the Team leader.</li> </ul>	
Skills	
<ul style="list-style-type: none"> <li>Case Management Skills</li> </ul>	
<ul style="list-style-type: none"> <li>Local knowledge of Aboriginal History</li> </ul>	
<ul style="list-style-type: none"> <li>Demonstrated awareness and appreciation of Aboriginal societies and cultures, and commitment to continually build knowledge of such, along with a high level of awareness of</li> </ul>	

the key issues which impact upon Aboriginal communities.
<ul style="list-style-type: none"> <li>Trust building, rapport and relational work</li> </ul>
<ul style="list-style-type: none"> <li>An ability to work in a culturally respectful and competent manner, with Aboriginal young people, their families, and communities, to ensure that cultural connections are fostered and maintained.</li> </ul>
<ul style="list-style-type: none"> <li>Sound knowledge of and experience with implementing strengths-based interventions</li> </ul>
<ul style="list-style-type: none"> <li>Excellent communication and interpersonal skills and ability to support families, children, and young people to set goals and work towards achieving goals.</li> </ul>
<ul style="list-style-type: none"> <li>Sound organisational and planning skills including the ability to work independently and within a small team and maintain up to date case notes.</li> </ul>
<ul style="list-style-type: none"> <li>Ability to develop and maintain relationships with services and support families to access services and supports as required.</li> </ul>
<ul style="list-style-type: none"> <li>Ability to mentor other case workers and experience in supporting parents and their children through complex issues and crises and understanding the evidence informed practice approaches requirements of the program.</li> </ul>
<b>Experience</b>
<ul style="list-style-type: none"> <li>Experience in a similar role preferable</li> </ul>
<ul style="list-style-type: none"> <li>Experience working with First Nations people preferable</li> </ul>
<ul style="list-style-type: none"> <li>Work experience in a relevant field that supports an understanding of child development and family functioning including theories of attachment, intergenerational and personal trauma as well as relevant risk assessment frameworks, service responses and interventions in working with vulnerable families.</li> </ul>
<ul style="list-style-type: none"> <li>The ability to work with limited supervision and exercise judgement and initiative in a fast paced and changing environment</li> </ul>
<ul style="list-style-type: none"> <li>Experience conducting risk assessments</li> </ul>
<p><b>Satisfactory evidence of:</b></p> <p>Pre-employment checks not limited to at least two professional referees, proof of identity and qualifications, National police check, Working with Children's, full Victorian driver's license, disclosure of any pre-existing illness / injury and vaccination status in line with Njernda's current policy and procedure, and as applicable – eligibility to work in Australia, professional/regulatory licenses, registration and current good standing, and clearance on aged care banning orders.</p>
<b>Desirable:</b>
<ul style="list-style-type: none"> <li>Experience working with Aboriginal Families and community</li> </ul>

## TERMS & CONDITIONS OF EMPLOYMENT:

Terms and conditions are in accordance with the Contract of Employment.

I acknowledge that I have received a copy of this position description. I have read (or have had read to me) and understand the requirements of this position. I agree to work in accordance with this position description.

Signed: \_\_\_\_\_

Date:    /       /

Print Name: \_\_\_\_\_

PLEASE KEEP A COPY OF THIS POSITION DESCRIPTION FOR YOUR RECORDS

cc: Employee File