

## POSITION DESCRIPTION

<b>POSITION TITLE</b>	Child and Family Practitioner
<b>LOCATION</b>	Residential Services
<b>AGREEMENT/AWARD</b>	Karralika Programs Single Enterprise Agreement 2010-2013
<b>CLASSIFICATION</b>	Practitioner – Pay point 3.3 to 3.7
<b>CONTRACTED HOURS</b>	76 hours / fortnight
<b>RESPONSIBLE TO</b>	Program Manager and Coordinator

### Organisational context

Karralika Programs Inc. has been operating quality alcohol and other drug treatment programs since the establishment of the Karralika Therapeutic Community Program in 1978.

Our organisation has a justifiable reputation for the delivery of high quality, client-centred and responsive alcohol and other drug treatment support services through a mix of residential programs, educational programs and community based services.

Our vision is “People living better lives”.

Our mission is to “deliver excellent services, valued by our clients” across the spectrum of drug and alcohol treatment, supporting the needs of individuals, families and communities.

Our approach to recovery and healing is multidimensional, supporting our clients to learn about themselves behaviourally, cognitively and emotionally to achieve and sustain positive living. Recovery is an active process of discovery where clients develop a sense of: hope, meaning and purpose for life, community and belonging; and positive identity and pride.

We see the potential in every individual – employees, clients and stakeholders and seek to consult and engage individuals in all aspects of our operations. We are committed to providing a safe and engaging workplace for our staff, students, volunteers and people accessing our services, including children. We respect people’s identity, and actively promote connection to community, history and sense of self.

We actively empower and enable individuals to advise, co-design and refine services, programs and operations so their fullest potential might be realised. We see the potential in every individual – employees, clients and stakeholders and seek to consult and engage individuals in all aspects of our operations.

We value trust and integrity, respect and dignity, quality and accountability, agility and responsiveness, leadership and courage, collaboration and support.



## Role description

Karralika Programs has an adult and a family residential rehabilitation program where adults and single or dual parent families with their children up to 12 years old, can reside and participate in an alcohol and other drugs recovery program.

This full-time role works specifically with children living in the residential program with their parent/s and with adult residents who have children living in the community. The position works within a multidisciplinary staff team and is supported by a coordinator and manager. The Child and Family Practitioner works collaboratively with a range of health providers, child protection (where relevant), childcare/school and child and family services to meet the needs of the child and family.

The Child and Family Practitioner primarily provides therapeutic assessment, brief and therapeutic interventions, care planning and coordination, that address each child's needs that is inclusive of the parent/s, childcare/school and other relevant providers. The Child and Family Practitioner is to possess sound knowledge and understanding of child development, family dynamics, cultural factors and the impacts of trauma.

## FUNCTIONAL RESPONSIBILITIES

<b>Strategic Leadership and Management</b>	<ul style="list-style-type: none"> <li>• Understand and promote the vision and mission of Karralika Programs Inc. and represent the organisation effectively through various forums and activities;</li> <li>• Contribute to the strategic directions and broader organisational policies and objectives of Karralika Programs Inc. via consultative forums, sharing information and ideas to enhance the strategic direction of the organisation and to foster evidence-based clinical best practice; and</li> <li>• Support the continued sustainability of the organisation through encouraging evidence-based innovation, quality service delivery, operational effectiveness and accountability.</li> </ul>
<b>Service Delivery and Program Management</b>	<ul style="list-style-type: none"> <li>• Effectively work within a multidisciplinary team and with other program areas at Karralika Programs;</li> <li>• Promote organisational values with colleagues, clients and community members in contact with Karralika Programs;</li> <li>• Provide services in a manner that is child centred, family focussed, strengths based, culturally inclusive, trauma and attachment theory informed;</li> <li>• Undertake comprehensive and high quality assessment, treatment and safety planning to meet the needs of the child;</li> <li>• Ensures practice is outcomes focussed, professional and aligned with Karralika Programs Childsafe Framework and associated Policies;</li> <li>• Assesses and identifies holistic needs of clients and develops treatment/recovery plans;</li> <li>• Role models positive health and wellbeing behaviours and practices;</li> <li>• Demonstrates a commitment to reconciliation and inclusion of people with a variety of backgrounds, cultures, identity and beliefs;</li> <li>• Ensures all appropriate assessment procedures, therapeutic planning processes and outcome measurements are undertaken;</li> <li>• Liaise and work effectively with a variety of external stakeholders;</li> <li>• Promote a service-focused culture within work area; and</li> <li>• Work in other programs areas as operational needs arise.</li> </ul>

<p><b>Technical/Clinical Practice &amp; Governance</b></p>	<ul style="list-style-type: none"> <li>• Engage children 0-12 years old to understand their needs;</li> <li>• Determine and monitor child development and treatment planning needs to address identified issues;</li> <li>• Encourage the children to actively engage in age-appropriate planning and decision-making processes, including providing feedback and complaints;</li> <li>• Advocate for the needs of the child/family in collaborative case planning and stakeholder meetings;</li> <li>• Provides evidence-based holistic assessment, age-appropriate therapeutic interventions to individuals and/or family members;</li> <li>• Working with the Cultural Liaison and Support Officer, support the child and family to identify and engage in cultural activities, promoting history, community and connection;</li> <li>• Work with adult residents who have children that are not in their care to improve their family functioning and connection;</li> <li>• Model and support positive parenting and attachment, skills development including child behaviour management to meet the emotional and wellbeing needs of the child;</li> <li>• Participates in clinical supervision and other relevant professional development activities;</li> <li>• Support parents to navigate and advocate for their own needs with a variety of child and family services, health services and child protection (where relevant);</li> <li>• Support child/ren who have experienced trauma and with trauma-related behaviours;</li> <li>• Access evidence-based resources and consult/liaise with specialist practitioners to support clinical practice and case planning;</li> <li>• Draw on the skills and knowledge of the multidisciplinary staff team;</li> <li>• Competently use the electronic client file management system (Mimaso) to accurately record client information;</li> <li>• Prepare updates for and participate in clinical review meetings, bringing the perspectives and needs of children to discussions;</li> <li>• Prepare reports for internal and external stakeholders where required;</li> <li>• Complete data collection activities relating to NMDS and Client Outcomes and feedback as required; and</li> <li>• Represent Karralika Programs in a range of forums and continue to build positive reputation for Karralika Programs.</li> </ul>
<p><b>Human Resource Management</b></p>	<ul style="list-style-type: none"> <li>• Follow/comply with Karralika Programs Policies and Procedures;</li> <li>• Participate in clinical/professional practice supervision including peer, practice support and clinical supervision;</li> <li>• Undertake activities to develop knowledge and expertise in relation to professional skills;</li> <li>• Contributes to the delivery of training programs including staff orientation and supervision of students;</li> <li>• Undertakes activities to develop knowledge and expertise in relation to professional and clinical skills;</li> <li>• Explores and promotes contemporary best practice approaches including national and international developments in AOD interventions; and</li> <li>• Maintains professional knowledge and continue to develop knowledge and expertise in relation to professional skills and professional regulatory requirements.</li> </ul>

<b>Corporate Governance and Compliance</b>	<ul style="list-style-type: none"> <li>• Promote contemporary best practice approaches including national and international trends in child development, working with trauma and family dynamics and functioning;</li> <li>• Comply with and monitor adherence with Karralika Programs Policies, procedures, code of conduct, Work Health and Safety Policy and practices, and Privacy Policy and practices;</li> <li>• Under direction conduct and report on quality audits; and</li> <li>• Participates in activities supporting continuous quality improvement.</li> </ul>
<b>QUALIFICATION, SKILLS AND EXPERIENCE</b>	
<b>Qualifications</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>• Tertiary qualification in Social Work, Psychology, Counselling, or a related field.</li> <li>• Unconditional professional registration with one of the following professional bodies, which is to be maintained: <ul style="list-style-type: none"> <li>- Australian Health Practitioner regulation Agency (AHPRA)</li> <li>- Australian Counselling Association (ACA)</li> <li>- Psychotherapy and Counselling Federation of Australia (PACFA)</li> <li>- Australian Association of Social Workers (AASW)</li> </ul> </li> <li>• Working with Vulnerable People Clearance; and</li> <li>• Driver's License</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• Experience in working with children and families in an AOD context.</li> </ul>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Working with children, young people and families utilising therapeutic models of care and culturally safe practice;</li> <li>• Working therapeutically with individuals and group facilitation skills;</li> <li>• Managing stakeholders and developing networks;</li> <li>• Developing and implementing activities including community-based activities;</li> <li>• Working within AOD or related sector.</li> </ul>
<b>Clinical / Technical Skills</b>	<ul style="list-style-type: none"> <li>• Comprehensive assessment and screening skills and experience.</li> <li>• Experience working within best practice therapeutic frameworks</li> <li>• Evidence of Trauma-Informed practice</li> <li>• Ability to write comprehensive case notes, treatment plans and reports, where required.</li> <li>• Empathy, compassion and non-judgmental approach</li> <li>• Professionalism and professional boundaries</li> <li>• Computer literacy and use of technologies.</li> <li>• Group work (e.g./ SMART or other)</li> </ul>
<b>Clinical / Technical Knowledge</b>	<ul style="list-style-type: none"> <li>• Counselling / therapeutic frameworks</li> <li>• Childhood development, attachment and trauma</li> <li>• Strengths based and family inclusive practice</li> <li>• Knowledge of Mental Health &amp; AOD sector and harms associated with substance use</li> <li>• Knowledge of Karralika Programs Clinical Policies and Procedures</li> <li>• Strategies and approaches for age-appropriate engagement with, and participation of children and young people in decision making and providing feedback</li> </ul>

<p><b>Non-Technical Skills/Knowledge</b></p>	<p><b>Skills:</b></p> <ul style="list-style-type: none"> <li>• Individual and Teamwork</li> <li>• Initiative and leadership</li> <li>• Presentation &amp; Facilitation</li> <li>• Managing resources</li> <li>• Data collection and reporting</li> <li>• Conflict Resolution</li> <li>• Assertiveness</li> <li>• Excellent written and oral communication</li> <li>• Problem Solving, critical thinking, creative thinking</li> </ul> <p><b>Knowledge:</b></p> <ul style="list-style-type: none"> <li>• Human Resource Management principles</li> <li>• Financial Reporting</li> <li>• Karralika Programs Governance Framework Policies and Procedures</li> <li>• WHS legislative and policy obligations and requirements</li> </ul>
<p><b>INDIVIDUAL WORKPLAN</b></p>	
<p>Each staff member will have in place, in addition to the above responsibilities, an Individual Work Plan including job specific requirements, key objectives, performance indicators, targets and outcomes. The Work Plan will include a statement of team values and expected behaviours, and will document individual training, learning and development priorities. Individual Work Plans are reviewed annually.</p>	