

POSITION DESCRIPTION

POSITION TITLE	Child and Family Practitioner
LOCATION	Residential Services
AGREEMENT/AWARD	Karralika Programs Single Enterprise Agreement 2010-2013
CLASSIFICATION	Case Manager
CONTRACTED HOURS	76 hours / fortnight
RESPONSIBLE TO	Program Manager (refer to workflow)

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 team.

We actively empower and enable individuals to advise, co-design and refine services, programs and operations so their fullest potential might be realised.



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 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.

The Child and Family Practitioner primarily provides therapeutic assessment and interventions 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	
Strategic Leadership and Management	<ul style="list-style-type: none"> • Understand and promote the vision and mission of Karralika Programs Inc. and represent the organisation effectively through various forums and activities; • 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 • Support the continued sustainability of the organisation through encouraging evidence-based innovation, quality service delivery, operational effectiveness and accountability.
Service Delivery and Program Management	<ul style="list-style-type: none"> • Effectively work within a multidisciplinary team and with other programs areas at Karralika Programs; • Promote organisational values with colleagues, clients and community members in contact with Karralika Programs; • Provide high level child assessment and therapeutic interventions that identifies and addresses each child’s needs at that time. • Liaise and work effectively with a variety of external stakeholders; • Promote a service-focused culture within work area; and • May be required to work in other programs areas as operational needs arise.

<p>Technical/Clinical Practice & Governance</p>	<ul style="list-style-type: none"> • Engage children 0-12 years old to understand their needs; • Provide child development assessments and case planning to address each child’s needs; • Work with a variety of parent/s and family structures to address the parent’s and family needs, that is centred around the child/ren; • Work collaboratively with a range of health providers, child protection (where relevant) and child and family services; • Support the child and family to identify and engage in cultural activities, promoting history, community and connection; • Work with adult residents who have children to improve their family functioning and connection; • 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); • Support child/ren who have experienced trauma and with trauma-related behaviours; • Support parents in healthy attachment, discipline and dealing with childhood trauma behaviours; • Where necessary, advocate for the child/ren’s needs; • Work within the multidisciplinary team with an expertise on child development, trauma and family dynamics and functioning. • Competently use the electronic client file management system (Mimaso) to accurately record client information; • Prepare for and participate in clinical review meetings; • Provide reports to internal and external stakeholders where required; • Complete data collection activities relating to NMDS and Client Outcomes and feedback as required; and • Represent Karralika Programs in a range of forums and continue to build positive reputation for Karralika Programs.
<p>Human Resource Management</p>	<ul style="list-style-type: none"> • Follow/comply with Karralika Programs Policies and Procedures; • Participate in clinical/professional practice supervision including peer, practice support and clinical supervision; • Undertake activities to develop knowledge and expertise in relation to professional skills; • Assist in and support staffing processes and quality improvement; • Complete HR forms/reports; • Participate in staff meetings, house meetings, handover, staff training; and • Contribute to the delivery of training programs including, staff orientation and student placements.
<p>Corporate Governance and Compliance</p>	<ul style="list-style-type: none"> • Promote contemporary best practice approaches including national and international trends in child development, working with trauma and family dynamics and functioning; • 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; • Under direction conduct and report on quality audits; and participate in activities supporting continuous quality improvement.

Qualifications, certifications and/or security clearance	<u>Essential</u> <ul style="list-style-type: none"> • Current Working With Vulnerable People Card • Human Services, Health or Welfare degree • Driver’s Licence 	<u>Desirable</u> <ul style="list-style-type: none"> • Health and/or welfare Diploma, Degree or Post-Graduate degree.
Core technical skills and knowledge required for role	<u>Skills</u> <ul style="list-style-type: none"> • Advanced knowledge of child development and trauma; • Experience of working with families who have AOD issues; • Ability to work effectively with key stakeholders: e.g. health providers, mental health, child protection, family/support people; • Complex care identification and planning; • Risk assessment and appropriate responses; • Health promotion and whole of person care. • Case notes and record keeping; • Empathy, compassion and non-judgmental approach; and • High level of professionalism and professional boundaries. 	<u>Knowledge</u> <ul style="list-style-type: none"> • Child and family sector and system • Child development and trauma • Child protection system and requirements • Emerging child evidence-based practice; • Best practice alcohol and other drug treatment services working with adults, families and children; • Knowledge of TC Principles and Practices (desirable)
Core non-technical skills and knowledge required for role	<u>Skills</u> <ul style="list-style-type: none"> • Teamwork • Working independently • Presentation & Facilitation • Report Writing and record keeping • Research and analysis • Evaluation techniques • Written and Oral Communication • Problem Solving • Critical Thinking • Computer and Database / record keeping 	<u>Knowledge</u> <ul style="list-style-type: none"> • Work Health and Safety legislative and policy obligations. • Privacy and confidentiality legislative and policy obligations. • Understanding the legislative/regulatory frameworks and principles of the rights of the child.

Individual Work Plan

Each staff member will have in place, in addition to the above responsibilities, a 12 month 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. Annual performance appraisals will be undertaken in June/July each year and a new plan put in place.