

Position Description

Practice Supervisor

Location:	Townsville	Reports To:	Program Manager
Award:	Social, Community, Home Care and Disability Services Industry Award, Level 6	Salary Range:	\$90,442 - \$94,437 per annum plus superannuation (pro-rata for part time)
PD Date:	February 2021		

About us

Act for Kids is a prominent provider of free prevention, professional therapy and support services for children who have suffered abuse and support for families at risk. With over 25 centres nationally, we have supported thousands of children and their families for more than 30 years. In 2019 - 2020 we provided services to 44,894 people, including over 29,000 children.

Our unique multidisciplinary teams provide integrated therapy, sexual abuse counselling, safe houses in remote Indigenous communities, information, advice and referral services, intensive family support and preschools designed for children with additional development needs to ensure we set them up for success at school.

About our commitment

- Our vision is that all kids have a safe and happy childhood, free from abuse and neglect.
- We are a child safe organisation and all children who come into contact with our services will be provided with a welcoming and safe service.
- We prioritise working with Aboriginal and Torres Strait Islander peoples to grow our cultural expertise and deliver excellent services to children, families and communities.
- We endeavour to provide a work environment that ensures the health, safety and wellbeing of all staff members is embedded in our everyday work practices.

About our values

At Act for Kids our exceptional organisational culture is aligned to our values. You will be part of a **team** that is **professional, ethical, caring, courageous** and **collaborative** and we expect you to demonstrate these behaviours throughout your career with us.

About the position

The Practice Supervisor sits within the Intensive Family Support program. The Intensive Family Support program is a case management service that aims to reduce the risk of abuse and harm to children. Referred families have been identified to have multiple and complex needs, including substance abuse, Domestic and Family Violence, parenting challenges, significant trauma history and diagnosed/undiagnosed mental health and disabilities. The Intensive Family Support program takes a child-centred and family-focused approach to assessing the family needs, with a focus on improving the safety and wellbeing of children within their home environment.

The Practice Supervisor is responsible for the line management and practice supervision of a multi-disciplinary team. This role sits within the IFS leadership structure.

Key responsibilities

- Lead the professional practice of your team.
- Manage a restricted caseload which involves delivery of our family case-management program to families, caregivers, kids and young people.
- Be an active consultant in your area of expertise.
- Regularly attend and participate in case consultations and reviews.

- Facilitate social learning, community connectedness, good health and wellbeing in families.
- Work with and refer to other professionals and stakeholders utilising an ecological model.
- Work collaboratively with other professionals and stakeholders to ensure families goals are achieved.
- Promote the Intensive Family Support role and functions to key partners agencies and the community.
- Ensure team members maintain report records and data in accordance with organisational expectations and assist the Program Manager to ensure service agreement hour and client number targets are being met.
- Assist the Program Manager to compile monthly and quarterly reports on the IFS program in compliance with service agreement and Act for Kids' requirements.
- Comply with all Act for Kids policies and procedures.
- Maintain confidentiality and privacy in all matters relating to staff, clients, and procedures.
- Fulfil other tasks that your manager/s may reasonably ask you to perform.
- Act as a client/customer focused, values based team member and work collaboratively with other staff to achieve strong results across all activities at Act for Kids.
- Ensure behaviour during all work interactions is aligned to our values of being *professional, ethical, team oriented, caring, courageous* and *collaborative*.

About you

Qualifications

- A tertiary degree in a relevant discipline (allied health, social work, human services).
- Professional registration (if required).
- Membership of a relevant professional association (desirable).

Skills and experience

- At least five years' experience working with children and families, preferably with time spent working within a trauma-informed framework.
- Relevant experience supervising staff in similar role.
- Clinical and therapeutic understanding of the impacts of trauma on child and family functioning.
- Ability to address sensitive issues with families pertaining to risk and child protection concerns.
- Well-developed communication, problem solving and interpersonal skills that can be applied within an integrated case management model.
- Understanding of how to communicate and work effectively with families from different socio-economic and cultural backgrounds, including Aboriginal and Torres Strait Islander people.
- Ability to work collaboratively as part of a team.
- An ability to manage personal emotions and stress.
- Excellent time management skills in maintaining a caseload of clients, including timely record keeping and database entry, as well as meeting clinical supervision and other job requirements.
- Ability to be flexible in scheduling family appointments, as appointments are made around families availability and can occur outside of normal business hours.
- Ability to rapidly acquire an understanding of relevant child protection legislation and policy reforms.

Other requirements

- Eligibility for a Suitability Card for Child Related Employment (Blue Card registration) or exemption based on professional qualifications and registration.
- A current driver's licence.
- Applicants must be eligible to legally work in Australia and proof of eligibility may be requested.