

POSITION DESCRIPTION

Position Title:	Child & Family Advocate - Turning Corners
Location:	SEQ
Employer:	Bravehearts
Terms:	Social, Community, Home Care and Disability Services Industry Award 2010
Reports to:	Director of Therapeutic and Support Services



Our Vision

To make Australia the safest place in the world to raise a child.

Mission Statement

Our Mission is to prevent child sexual assault in our society.

Guiding Principles

Our Guiding Principles are to, at all times, do all things to serve our Mission without fear or favour or compromise and to continually ensure that the best interests human rights and protection of the child are placed before all other considerations.

Guiding Values

Our guiding values are to at all times do all things to serve our Mission with uncompromising integrity, respect, energy and empathy, ensuring fairness, justice and hope for all children and those who protect them.

PURPOSE OF POSITION:

The Turning Corners Child & Family Advocate will provide assistance for young people and their families who have experienced or may be at risk of experiencing harmful sexual behaviour to access services and support. Specifically, you will provide advocacy services and you will collaborate with government and non-government service providers to help families to navigate the service system and to ensure the best outcomes for children.

PRIMARY DUTIES AND RESPONSIBILITIES:

Key areas of responsibility

- Provide assertive case management support to children, young people and their families around the issues, symptoms and ongoing concerns in relation to harmful sexual behaviour and the effect on themselves, the survivor and their non-offending adult family members;
- Promote the safety and wellbeing of children and young people to who we provide services and ensure that your interactions with children and young people are positive and safe;
- Maintain regular and proactive contact with each child, young person and family throughout involvement with the service as appropriate;
- Advocate on behalf of and alongside children, young people and families providing choice of interventions and services; refer to those services as required;
- Promote the wishes, thoughts and opinions of children, young people and families to enable their inclusion in the decision making process;
- Provide education to clients and their adult non-offending family members on an as needs basis
- Providing ongoing liaison, negotiation, consultation and relationship building with key stakeholders including Queensland Police Service, Child Safety, support services, therapists, school staff and mental health services;
- Assist families with case management and crisis intervention as necessary;
- Oversee the implementation of individual care plans and facilitate the Multi-Disciplinary Team Case Review and Case Tracking processes;
- Maintain effective support and contact records and statistical data for each client;
- Maintain Outlook calendar to reflect client appointments.
- Keep client profile and records on RediCASE up to date and accurate.
- Attend team meetings, staff meetings, staff training, and supervision and programme meetings as required;
- Attendance at conferences/meetings/Bravehearts functions;
- Assist the Director of Therapeutic & Support Services with community education, professional training and presentations; and

- Open to occasional flexible working hours as approved by Director Therapeutic and Support Services.

Personal Specifications:

Qualifications/Experience:

- Relevant qualification in Social Work, Psychology or other relevant field which incorporates foundational knowledge in counselling and both family and system engagement skills;
- One to two years' experience in working with young people who have or are at risk of engaging in harmful sexual behaviour is preferred
- Must demonstrate a commitment to our organization's core values: put the child first in all that we do, operate as a seamless team, work with a servant's heart;
- Candidates must possess a current Australian drivers licence; and
- Must have or be willing to apply for a CCYP Working with Children Check (Blue Card), Yellow Card, National Police Certificate.

Personal Qualities:

- Respect for privacy and confidentiality;
- Individual should be creative, resourceful, detail-oriented, and flexible, possessing a positive attitude, tact, good judgment, cultural sensitivity, and the ability to work well as a team member with staff, community professionals, and volunteers;
- The appointee needs to possess personal qualities of integrity, sound judgement, empathy, and respect for individuals; and
- The capacity to work enthusiastically within the parameters of the Bravehearts mission and philosophy and to its vision for an optimum contribution to the lives of children and young people who have experienced sexual assault, their non-offending family members and primary caregivers.

Skills and Abilities:

- A sound understanding of the effects of harmful sexual behaviour on the individual, family, interpersonal, and societal level.
- An understanding and knowledge of the criminal justice system;
- Experience with child abuse interventions and collaborating with police and or child safety;
- High levels of verbal and written communication, as well as well-defined negotiation and mediation skills are essential;
- Excellent written and verbal communication.
- An understanding of child protection legislation relevant to service delivery.
- Ability to work well within a team environment.
- Exceptional organisational skills.
- Intermediate use of Microsoft office suite and keyboard skills.

I, _____ acknowledge that I have no past or pending convictions or allegations in relation to harming a child or acting inappropriately toward them nor have I ever deliberately harmed a child or acted inappropriately toward them. I will immediately inform my manager of any charges of child sexual assault or interpersonal violence.

I have read, agree and understand my position description. I understand that any inappropriate behaviour towards children on my part may lead to me being stood down from my position, and any prosecution of child sexual assault, or violence towards person, whether at work or not, may lead to immediate termination of employment. I declare that there is no medical or other condition which would stop me from undertaking the duties listed.

Signed: _____

Date: _____