

Aboriginal Key Practitioner (Identified)

EMPLOYMENT DETAILS			
Role type	Fixed Term	Award	Social, Community, Home Care and Disability Services Industry Award 2010 (SCHADS)
Hours per week	Full time	Pay Classification	Level 5 Grade 1
Reports to	LCH Team Leader/ Cultural Advisor	Secondary Report	Family Journeys Program Manager
Additional Benefits	Access to Salary Packaging		

ORGANISATIONAL CONTEXT



Bendigo & District Aboriginal Cooperative (BDAC) is an ACCO (Aboriginal Community Controlled Organisation) registered as a member under the umbrella of VACCHO (Victorian Aboriginal Community Controlled Health Organisation) and represented nationally through NACCHO (National Aboriginal Community

Controlled Health Organisation).

BDAC was founded to represent and provide services to Aboriginal and Torres Strait Islander people living on Djaara Country.

BDAC has a responsibility to ensure growth of services, development of our Aboriginal and Torres Strait Islander community, better and improved health outcomes for our people, improved quality of life and be a lead agency in providing self-determination employment and career pathways for Aboriginal people.



LOCAL WORK ENVIRONMENT

Bendigo and District Aboriginal Co-operative provides a range of specialist services for Community living on Djaara Country including a Medical Clinic, Health and Wellbeing, Family and Community Services, and Kindergarten.

POSITION OBJECTIVE

This is a great chance to be part of an Aboriginal-led team sitting within BDAC's Family Journeys program/s, working in strong partnership with the Loddon Care Hub to support Aboriginal families, children, and young people living on Djaara country.

As a Key Practitioner, you'll coordinate care teams and bring together different services to provide wraparound support. Your role is to make sure the cultural needs and protocols of families, children, and young people are at the heart of every care plan.

You will lead the assessment and coordination of family plans and act as the main point of contact for families, children, young people, and other service partners.

This role is about working respectfully with mob to keep families strong, support children's safety and wellbeing, and help with reunification whenever possible.

BDAC'S VISION AND CORE VALUES

"Empowered generations belonging to strong families, culture and community".

Our Lore refers to the stories, customs, beliefs, and spirituality of our People. Our Lore guides our work and has been passed down through generations by our ancestors and knowledge holders.

Our five LORE principles are:

- We keep our focus on Community priorities.
- We are brave.
- We think outside the box.
- We create a safe, caring, and supportive environment.
- We are accountable.

Please refer to our <https://www.bdac.com.au/our-strategy> for further information about our underlying principles within the BDAC Strategy.

KEY POSITION RESPONSIBILITIES

Primary Responsibilities

- Work closely with the care team to support children, young people, and families.
- Coordinate cases across the team.
- Help create a positive learning environment for the team by joining meetings, training, and sharing ideas.
- Work together with partners like Child Protection, Anglicare, and other local services to get the best outcomes for Aboriginal and/or Torres Strait Islander families.
- Keep up with your caseload, paperwork, and data as required by the program.
- Support the Team Leader and Cultural Support Worker with day-to-day tasks.
- Take a lead role in reviewing cases and helping develop learning through case studies.
- Connect with other services and agencies to make sure our work fits well in the community and follows best practice.
- Work with the Team Leader/Cultural Support Worker to find the right referrals into BDAC services when families need ongoing support.
- Promote BDAC's programs and services to other stakeholders and help with referral pathways.

General Responsibilities	<ul style="list-style-type: none"> • Uphold BDAC's Values, Code of Conduct, and all relevant policies and procedures. • Engage in supervision, professional development, and continuous quality improvement (CQI) activities. • Attend team meetings, staff meetings, and community events as required. • Comply with legislative and regulatory obligations. • Identify and report risks promptly to your line manager, including completing incident reports via LogiqcQMS. • Collaborate effectively within a team to meet performance and development goals in line with BDAC's program requirements. • Follow reasonable directions from BDAC management. • Maintain a safe work environment in accordance with BDAC's Occupational Health and Safety (OHS) policies.

COMMITMENT TO SAFETY

- BDAC has zero tolerance to all forms of violence.
- BDAC is committed to service delivery and a work environment that prioritises equity and diversity and actively supports inclusion. We aim to ensure every individual is treated with dignity and care with respect to their cultural background, ability, ethnicity, gender identity, sexual orientation, age, caring responsibilities, spirituality, or religion.
- BDAC is committed to the Child Safety Standards and believes that all children and young people have the right to be children and live free of abuse and neglect, so they can grow, learn, and develop. Everyone within BDAC is responsible for ensuring a culture of child safety, preventing child abuse.
- BDAC is committed to the health and wellbeing of its employees and stakeholders. Everyone within BDAC is required to foster a workplace that is safe and healthy that is free from all forms of harassment, bullying, and discrimination.

KEY SELECTION CRITERIA

- Identify as Aboriginal and/or Torres Strait Islander.
- Good knowledge and understanding of the Aboriginal Community Controlled Organisation (ACCO) environment.
- Clear understanding of the Children's Youth and Families Act (2005).
- Understanding of the local Aboriginal community and culture.
- Strong commitment to cultural safety in all aspects of work.
- Experience working directly with families and children in case work.
- Good time management skills to meet deadlines and program goals.
- Strong communication and teamwork skills, able to work well with others.
- Knowledge of how the Child Protection system works.
- Experience doing safety and wellbeing assessments for children and families.
- Comfortable using computers and different software for reporting and records.
- Skilled at using different ways to connect and engage with vulnerable children, young people, and families.

Education, Training and/or Competencies.

Preferred/ desired

- A relevant qualification in Social Work, Psychology, Early Childhood, Community Services, or a similar field, either at degree or diploma level, with significant experience in the relevant area will be considered.

CONDITIONS OF EMPLOYMENT

- Must pass a Criminal Police Record Check.
- Must pass and provide copy of Working with Children's Check (*or Teachers Registration if applicable*).
- Must hold current full Victorian Drivers Licence and provide a copy.
- Must have the right to work in Australia.
- Must pass an Employment History check; and
- Must have and maintain a commitment to child safety, equity, inclusion, and cultural safety.
- **Vaccination Policy:** all staff are encouraged to be vaccinated against whooping cough, measles, mumps, and rubella (MMR) (*if not immune*), influenza (*annually*), hepatitis A and B, chicken pox (*if not immune*); shingles (*for eligible people*), and COVID-19. It is expected that Clinic, aged care, and djimbaya, staff will be vaccinated against the above diseases and will be required to complete a **Vaccination Consent Form**. It is also expected that Clinic staff will be vaccinated again diphtheria, tetanus, and pertussis (DtP).

EMPLOYEE STATEMENT

I have read, understood, and accepted the above position description of the *Aboriginal Key Practitioner (LCH)*.

EMPLOYEE NAME:

SIGNATURE:

DATE:/...../.....