



## **Loddon Care Hub - Team Leader/Cultural Support Worker (Identified)**

<b>EMPLOYMENT DETAILS</b>			
<b>Role type</b>	Ongoing	<b>Award</b>	Social, Community, Home Care and Disability Services Industry Award 2010 (SCHADS)
<b>Hours per week</b>	Full time	<b>Pay Classification</b>	Level 6 Grade 1
<b>Reports to</b>	Family Journeys Program Manager	<b>Secondary Report</b>	Director of Families, Healing & Response
<b>Additional Benefits</b>	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).

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**

The Team Leader / Cultural Support Worker will be part of a new Aboriginal-led team sitting within the Family Journeys Team at BDAC, working in partnership with the Loddon Care Hub. The Hub is led by Anglicare Victoria, in collaboration with BDAC and other local services across Djaara



country. The aim of the Hub is to support children and young people to return home safely or remain in stable care placements.

This role focuses on supporting Aboriginal children and young people to stay connected to their family, culture, and community. You will work closely with children, families, carers, and support services to identify each child's cultural needs and strengths. You will help develop and support Cultural Support Plans, making sure culture is central to all care and planning decisions.

As Team Leader, you'll also guide and support other team members, helping to build a culturally safe and strong team environment within BDAC. You'll work closely with Elders, families, and partner services to make sure each child and young person is supported to heal, thrive, and stay connected to who they are and where they come from.

This role is an opportunity to lead culturally strong and community-driven support for Aboriginal children in care, ensuring their voices and identities are respected and upheld at every step.

### 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

<b>Primary Responsibilities</b>	<ul style="list-style-type: none"><li>• Recruit, manage, and support staff within BDAC's Loddon Care Hub team, making sure the team is strong, culturally safe, and working well together.</li><li>• Be the cultural voice in the Care Hub, guiding staff, partner agencies, and services to work in culturally respectful and appropriate ways with Aboriginal children, young people, and families.</li><li>• Help with managing &amp; allocating referrals, reviewing new cases, and making sure all processes are followed properly.</li><li>• Build strong, respectful working relationships with Child Protection, placement services, and all Care Hub partners to support good outcomes for children and families.</li><li>• Work alongside Anglicare Victoria leadership to improve how services are delivered and help shape how the Care Hub works.</li></ul>
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	<ul style="list-style-type: none"><li>• Stay connected with all Care Hub partners and local organisations, building good working relationships that support collaboration.</li><li>• Work directly with children and families to strengthen cultural identity and connection to Country, Community, and culture.</li><li>• Identify each child or young person's cultural needs and strengths and contribute to planning that supports their wellbeing.</li><li>• Help staff and carers understand and follow each child's Cultural Support Plan, making sure culture stays central in all care decisions.</li><li>• Regularly share what's working and what's not with BDAC leadership, and advocate for better ways of working that support cultural safety.</li><li>• Let other services know about BDAC's programs and how they can support families, including how to refer into them.</li><li>• Work with Anglicare's Team Leader to track spending and use of flexible funds to support families and young people.</li><li>• Provide monthly one-on-one supervision to your team members to support their professional growth and wellbeing.</li><li>• Collect data and report on how the team is doing, how clients are going, and what's being achieved.</li></ul>
<b>General Responsibilities</b>	<ul style="list-style-type: none"><li>• Uphold BDAC's Values, Code of Conduct, and all relevant policies and procedures.</li><li>• Engage in supervision, professional development, and continuous quality improvement (CQI) activities.</li><li>• Attend team meetings, staff meetings, and community events as required.</li><li>• Comply with legislative and regulatory obligations.</li><li>• Identify and report risks promptly to your line manager, including completing incident reports via LogiqcQMS.</li><li>• Collaborate effectively within a team to meet performance and development goals in line with BDAC's program requirements.</li><li>• Follow reasonable directions from BDAC management.</li><li>• Maintain a safe work environment in accordance with BDAC's Occupational Health and Safety (OHS) policies.</li></ul>

#### **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. This is an Aboriginal-identified role within an Aboriginal-led team at BDAC.
- Strong knowledge and connection to the local Aboriginal Community, including understanding of the cultural needs, strengths and challenges of Aboriginal children, young people, and families.
- Experience in leading or supervising staff in a community, health or care-based setting, with the ability to support a culturally safe and positive team culture.
- Experience working with Aboriginal children and families, especially in areas such as out-of-home care, family services, or child protection.
- Understanding of the importance of culture, identity, and connection to Country in supporting the wellbeing of Aboriginal children and young people.
- Strong communication and relationship-building skills, with the ability to engage respectfully with families, Elders, staff, and partner organisations.
- Experience working with external stakeholders and services, including government departments and community organisations.
- Knowledge and understanding of BDAC's programs and services and how they support the local Aboriginal community.
- Understanding of the Children, Youth and Families Act 2005, especially how it relates to Aboriginal children and young people in care.
- Experience in writing reports, case notes and collecting data, and using this information to support good outcomes.
- Confident in using computers and IT systems, including Microsoft Office, email, and client databases.
- Ability to work independently, manage time effectively and meet deadlines.

### **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 Team Leader/ Cultural Support Worker (LCH)*.**

**EMPLOYEE NAME:** .....

**SIGNATURE:** .....

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