

Cultural Safety Project Worker (Identified Role)

EMPLOYMENT DETAILS			
Role type	Full time	Award	SCHADS
Hours per week	38 (part time optional)	Classification	Level 5
Length of Term	June 2025	Salary	As per award
Reports to	Program Manager, Family Safety and Healing	Additional Benefits	Access to Salary Packaging
Secondary Report	Director, Families, Healing and Response	PD Last Review Date	12 months

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

The Cultural Safety Project Worker role will be responsible for facilitating activities to support embedding Cultural Safety across The Orange Door network that is localised. The Cultural Safety Project Worker will work in close partnership with the statewide coordinator, Orange Door Hub Manager, Hub Leadership Group, Operations Hub Leadership Group, Aboriginal Advisory Group and the Aboriginal Hub Practitioners

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

The role of the Cultural Safety Project Worker will be to:

- Engage with the statewide coordinator through project induction, communities of practice, train the trainer program and contribute to the statewide network of Cultural Safety project workers- this creates a consistent application of the project deliverables across the State
- Engage and support the Aboriginal Advisory Group to determine their role in this project
- Support the localisation of training, to reflect local communities, their histories and Cultures
- Deliver Cultural Safety training to all staff in the local Orange Door and/or identify with the support of the statewide coordinator an alternative facilitator to deliver this training
- Identify issues and provide feedback to the Program Manager, Family Safety and Healing, the Orange Door Hub Manager and/or the Hub Leadership Group
- Lead and facilitate the Cultural Safety assessment and action planning process alongside Hub Leadership Group/ Operations Hub Leadership Group. This may involve convening dedicated Cultural Safety assessment and planning workshops with these groups
- Contribute to the state-wide network of Strengthening Cultural Safety Project leads
- Support the activities of BDAC’s internal and external training calendar.
- Maintain quality and up to date evaluation data and participation

General Responsibilities

- Model and abide by BDAC Values, Code of Conduct, Policy, and Procedures.

	<ul style="list-style-type: none"> • Participate actively in and facilitate supervision and professional development activities. • Ensure that you participate in team meetings, staff meetings and other community activities as requested. • Ensure that you adhere to legislative requirements. • Ensure that you report any risks identified immediately to your line manager. • Participate within the team to ensure performance against expectations including performance management and staff development, in accordance with BDAC’s policies and procedures. • Ensure that all staff are provided with and operate in a safe environment in accordance with BDAC’S OHS policies and procedures. • Participate in Continuous Quality Improvement (CQI) activities.
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COMMITMENT TO SAFETY
<ul style="list-style-type: none"> • All children 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, and abiding by the Child Safe Standards. • BDAC is committed to the health and wellbeing of its employees and stakeholders. • BDAC has a zero tolerance to all forms of violence.

KEY SELECTION CRITERIA
<ul style="list-style-type: none"> • Strong facilitation skills in training and workshop delivery • Strong story-telling skills • An awareness of the complexities of family violence and the impacts on Aboriginal and Torres Strait Islander communities • Demonstrated experience in working both individually, and collaboratively as part of a broader team • Strong understanding and ability to share local Aboriginal history and Culture • Strong understanding of the mechanisms for embedding Culture as a healing and protective factor • Strong understanding of intergenerational trauma and how to apply an intersectional lens in a family violence context to create Culturally Safe service responses • Ability to deliver projects, including consultation, planning, reporting and supporting governance • Strong computer skills and ability to use a range of software and IT based reporting systems
<p>Preferred / Desired / Mandatory Education, Training and/or Competencies.</p> <ul style="list-style-type: none"> • Qualifications in Training and Assessment would be highly recognised. A willingness to complete qualifications, with BDAC support will be preferred. • Experience in Community Services and Family Violence support preferred but not mandatory

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 and kindergarten 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 Cultural Safety Project Worker.

EMPLOYEE NAME:

SIGNATURE:

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