



WYDAC

Warlpiri Youth Development Aboriginal Corporation

Position description

Position title:	Case Manager / Social Worker	Date:	June 2020
Level:	Social, Community, Home Care and Disability Services Industry Award 2010 – Level 4	Salary:	Award rate with relevant penalties
Reports to:	WWK IFSS Coordinator	Dept:	WWK
Approved by:	CEO	Supervises:	WWK Support Staff

CEO Signature: _____

Part A: About WYDAC

Background

Warlpiri Youth Development Aboriginal Corporation (WYDAC) has dedicated itself to developing the strength, health, confidence and leadership of Warlpiri youth since 1993. The program aims to promote positive and meaningful future pathways for all young Warlpiri people.

The notable, and sustainable, success of the program has been firmly based on the strength of Warlpiri youth, families and their communities, as well as the ongoing commitment of staff. The program was created by, and for, Warlpiri people, and is governed by a Warlpiri Committee.

The WYDAC head office is in Yuendumu Community, however WYDAC is comprised of a variety of programs operating at five different Warlpiri sites – Yuendumu, Willowra, Nyirripi, Lajamanu and Mt Theo Outstation. WYDAC also have an office located in Alice Springs. There are over 70 staff across the entire organisation with more than half of these being Warlpiri people.

Kurdu-kurdu-ku jina-mardarni tarnnga-juku

Yuendumu LPO, NT 0872 | P: 08 8956 4188 | F: 08 8956 4081 | E: admin@wydac.org.au | web: wydac.org.au

WYDAC services include:

Youth and Family Services

- Mt Theo Outstation
- Jaru Pirrjirdi Youth Development Program
- Warra Warra Kanyi Counselling and intensive case management
- Intensive Family Support Service
- Adult Learning Centres (Yuendumu & Lajamanu)
- Restorative Justice and Court Diversion for Young People
- Yuendumu Swimming Pool

Corporate Services

- Contracts Management
- Financial and Risk Management
- Human Resource Management (HR)
- Infrastructure Support
- Mechanical Training Workshop
- Work Health and Safety

Management and Administration

- WYDAC Board and Management
- Finance and Administration
- Quality Management

WYDAC, and Warlpiri communities, began by challenging a generation destroying itself through substance misuse. Strong and skilled community action created an environment for healthy change and sustained success. This work has broadened greatly over the last 25 years beyond the initial crisis of petrol sniffing to any risk, opportunity or pathway arising for young Warlpiri people. WYDAC continues to facilitate the profound strength and capacity of Warlpiri youth, and their families, to meet these challenges and establish positive and meaningful futures.

WYDAC aims to be the primary social services provider for youth and family services within each of the four remote Warlpiri communities: Lajamanu, Willowra, Nyirripi and Yuendumu.

Our mission

We seek to be an effective Warlpiri-led organisation that provides education, early intervention, crisis support and care services to improve the social, cultural, spiritual and emotional wellbeing within the four Warlpiri communities of Lajamanu, Nyirripi, Willowra and Yuendumu;

- Healthy, resilient and socially engaged children and young people
- Strong nurturing families
- Safe, vibrant communities

- Strong advocacy for Warlpiri people

Our values

We believe that health does not just mean the physical wellbeing of the individual but refers to the social, emotional, cultural and spiritual wellbeing of the community. We strive to support children, families and young people, from across Warlpiri country, to achieve their full potential and to help them build strong futures. We value honesty and integrity in all we do.

Guiding principles

Warlpiri patu kurlangu	Warlpiri leadership and ownership
Kurdu-kurdu jungarni yaninjaku	Positive and meaningful pathways for young people and families
Mardarni-njaku kurdu-kurdu jintangka	Support for Warlpiri youth and families to deal with hard times
Nguru-ngka taarnga-juku warrki-jarrinjaku manu nyiya-kanti-kanti mampu-ngku mardarni-njaku	Sustainable resources and infrastructure on country
Jinta-ngka karlipa warrki-jarrimi manu kalipa nyanu purda-nyanyi Yapa manu kardiya jinta-marri-marri- warrki jarrimi	Unique and responsible working relationships Yapa and kardiya working together

Program objectives

- The primary purpose of WYDAC is to develop strong Warlpiri children, youth and families
- Provide youth diversion and early-intervention activities
- Provide youth leadership and development opportunities
- Provide education, counselling and care for young people and families
- Provide rehabilitation for at-risk youth who may be suffering from a range of issues including suicidal ideation, mental health challenges and substance misuse
- Provide young people with positive alternatives to juvenile detention
- Provide education, training and jobs so people can stay in the community

- Provide intensive support for young families and their children who may be going through hard times or where there is neglect
- Provide positive life pathways into jobs and leadership through training and development activities
- Share knowledge and skills with other Aboriginal corporations
- Operate and maintain a Gift Fund to be known as “The Warlpiri Youth Development Aboriginal Corporation Gift Fund” in accordance with the requirements of the Australian Taxation Office”.

Part B: Position specifications

Primary purpose of the position

The purpose of the Case Manager / Social Worker is to manage the day to day operations of this service working closely with the WWK Team Leader to ensure that practice remains within the WWK framework.

Reporting relationships

The Case Manager / Social Worker will be responsible to the WWK IFSS Coordinator and WYDAC Committee.

Other key relationships that the Case Manager / Social Worker to actively foster and develop in order to be functioning effectively are:

- WWK Mentors
- Cultural advisors
- Lajamanu Jaru Pirrjirdi team
- IFSS Lajamanu team
- Outstation Coordinator
- WWK, Yuendumu, Willowra and Nyirripi Counsellor/case manager

Duties and responsibilities

Primary duties

The following areas are critical to the role and constitute the primary duties required to be successful in fulfilling the duties associated with this position.

The following areas are critical to the role and constitute the primary duties required to be successful in fulfilling the duties associated with this position.

Case Management

- Ensure that case management/counseling/social work practice is culturally appropriate to the Warlpiri context and in line with the strategic direction of the Board and WYDAC values
- Ensure that first contact with new referrals is completed within 24 hours of receiving referral.
- Ensure that exit from the service is assessed and documented appropriately
- Ensure that case management plans are developed and reviewed in close collaboration with WWK IFSS coordinator
- Ensure that risk assessments are completed in a timely and effective manner
- Provide court support to young people attending bush court in Lajamanu – these young people may not be direct clients of WWK, however will require support and advocacy on court sitting days.
- Manage the youth diversion clients in collaboration with other WYDAC departments and Coordinator.
- Ensure that crisis or critical events are responded to appropriately and in line with any relevant legislation and internal WYDAC policy
- Ensure that high levels of communication are maintained within the Client services team and with the Youth Development team and/or Management as required.
- Support the referral and assessment of young people into Mt Theo rehabilitation service.

Education and Resource Development

- Where possible, ensure that collaborative educational delivery around pertinent issues as determined by client presentation/presenting issues is undertaken. This delivery can be through other WYDAC programs including Jaru Pirrjirdi (youth program), Jintangku Mardininjaku (Community development) and/or Pina pina jarrinjku (learning centre).
- Identification and assistance to develop relevant resources

Mentors

- Ensure that mentors are being well supported, developed and engaged with the program.
- Ensure that information from Mentors is documented in file notes. Depending on the mentor, this could mean getting verbal reports from mentor and transferring into data base.
- Liaise with youth development team and WWK coordinator to be identifying up and coming mentors
- Closely collaborate with WWK coordinator to support individual mentors and their learning needs
- Build strong relationships with all camps in Yuendumu so as to promote mentor participation across the community.

Part C: Person specifications

All staff competencies

Core attributes

To contribute to a successful and enterprising culture at WYDAC, each staff member is expected to demonstrate the following key behavioural attributes:

- being trusted, authentic and self-aware by establishing credibility, and being honest, reliable, accountable, and responsive
- taking initiative and delivering results by seizing opportunities and being outcome and client/young person/Warlpiri community focused
- providing solutions through logical, creative and innovative thinking and timely, transparent and consultative decision making
- communicating with impact by displaying clarity, diplomacy, persuasiveness and sensitivity
- leading and working well with others by displaying conviction and resilience, working collaboratively, motivating others and mobilizing influence.

Performance development and management

- Participating in the WYDAC Performance Development and Management process.

Workplace Health and Safety (WHS) risk management

- Ensuring that all WWK employees are instructed in and aware of WHS/risk management practices and policies and that these are observed, carried out and enforced.
- Ensuring that all staff develop an understanding of all WYDAC policies and procedures that relate to the minimisation of risk and that duties are performed in a

safe and professional manner without causing personal injury or financial loss to themselves, other employees, contractors or the public.

- Developing an understanding of all WYDAC policies and procedures that relate to WHS and the minimisation of risk.
- Performing duties in a safe and professional manner without causing injury or financial loss to themselves, other employees, contractors or the public
- Reporting any injury, illness, asset of financial loss, hazard and near miss incident to their manager as soon as they are detected in accordance with WYDAC procedures.
- Complying with safety directions agreed between management and the employees through the consultation process.
- Cooperating with management when action is taken by them to comply with the WHS Act (2011) and risk management.
- Participating in workplace inspections, audits and risk assessments.

Key job competencies

Qualifications, knowledge and skills and experience

Essential criteria

- Tertiary qualifications in Psychology, Social Work or any other relevant discipline, with a minimum of 5 years' experience in a community development context.
- Demonstrated understandings of working within cross cultural settings and an awareness of capacity building principles delivered in a remote Indigenous context.
- Experience with coordination of a multi-disciplinary team, or similar experiences, and work within an Indigenous context.
- Demonstrated experience in community based case management and maintenance of client notes and records.
- Excellent communication and negotiation skills in a cross-cultural setting, where English is a second language.
- Demonstrated capacity to work autonomously, objective decision making plus an ability to foster effective relationships with related internal and external agencies.
- Possession of a current 'C' Class Open Driver's License.

Desirable criteria

- An ability to communicate effectively and sensitively with Warlpiri people and respond with respect to Aboriginal Leadership and management committee.
- A knowledge and understanding of Aboriginal culture as well as a range of contemporary issues affecting remote Indigenous people.
- Accredited Membership of relevant professional body.

Additional factors

- Applicants will be required to obtain a criminal history check and Working with Children clearance – Ochre Card (on acceptance of position, and conditional to contract offer).

Endorsement

The preceding information is an accurate statement of the requirements and employment of this position, at this time.

Signature (CEO) _____ Date ____/____/____

I have read and understand the duties and requirements of the position as described in this position description and agree to be employed under such conditions and the relevant Award.