

# Department for Child Protection

|                        |                      |  |                                      |
|------------------------|----------------------|--|--------------------------------------|
| <b>ROLE TITLE:</b>     | <b>Social Worker</b> | <b>DIVISION:</b>                         | <b>Service Delivery and Practice</b> |
| <b>CLASSIFICATION:</b> | <b>AHP1</b>          | <b>DIRECTORATE:</b>                      | <b>Multiple</b>                      |
| <b>POSITION NO:</b>    | <b>Various</b>       | <b>BUSINESS UNIT:</b>                    | <b>DCP Offices</b>                   |
| <b>DATE REVIEWED:</b>  | <b>March 2022</b>    | <b>FTE:</b>                              | <b>1.0</b>                           |
| <b>REPORTS TO:</b>     | <b>Supervisor</b>    | <b>ROLES REPORTING TO THIS ROLE: Nil</b> |                                      |

## ROLE PURPOSE:

The Social Worker is a role within the Department for Child Protection (DCP) and is accountable to the Supervisor for providing high quality and effective case management service to respond to the needs of children and their families in a timely manner and within statutory guidelines. This includes assessing the needs of children and families, and planning and delivering focused intervention to safeguard children and promote positive outcomes. The role is responsible for assisting families who are unable to effectively and safely care for their children to work towards a safe return to their care and working with children who have entered into the care of the Chief Executive so that their development, stability and security is assured.

## KEY OUTCOMES:

1. Respond to notifications of child abuse and outcomes of investigations, and where necessary review and reassess and be open to a change of view in responding to new evidence.
2. Conduct investigations and assessments in a child-centred manner, focused on the safety of the child and on the support of the parent/family to effectively and safely care for their child.
3. Contribute to the protection of children, evaluate the risk of abuse, failure to protect and harm to self and other people and ensure that all matters regarding the care and management of children are reported in line with departmental policies and procedures.
4. Provide written and verbal reports which are concise, informative and based on an analysis of evidence gathered this includes being a witness in court proceedings.
5. Identify the factors that impact upon family effectiveness in situations where child safety is a key concern and work with families to support the safe care of their children.
6. Assess and balance risk and protective factors within a child protection framework.
7. Enable and support children to participate in various programmes and activities which encourage growth and development.
8. Undertake regular visits and support parents in developing appropriate parenting skills.
9. Maintain/manage information about children and their families by entering information/data in to the C3MS system, keeping case files well organised, up to date and be able to provide concise and accurate information about a child's circumstances.
10. Understand the context of child development, parenting capacity and family and environmental factors in which to establish the need of an individual child.
11. Assist children in out-of home care to have positive outcomes across all of their life domains with particular emphasis on reconnecting with their birth families, strengthen relationships and achieve and maintain reunification.
12. Utilise the Solution-Based Casework approach and evidence based research to inform sound case management and culturally inclusive practice.
13. Take action and provide services that are inclusive of Aboriginal people and people from culturally and linguistically diverse backgrounds as well as engaging in learning about other cultures to better establish relationships and improve services.
14. Contribute to maintaining a safe and healthy work environment by taking personal accountability by identifying and reporting incidents, hazards and injuries in accordance with DCP policy & procedure, and cooperating and complying with reasonable instructions of DCP line management and WHS Officers.

## KEY RELATIONSHIPS/INTERACTIONS:

- Supervisor (direct line manager)
- Management and staff within the office and across DCP
- Other government departments
- Relevant Non-Government organisations

## QUALIFICATIONS:

**Essential:** A degree level qualification in Social Work which gives eligibility for full membership of the Australian Association of Social Workers.

*Persons of Australian Aboriginal or Torres Strait Islander descent, who have the appropriate background and skills but do not have the essential qualification, may apply for and be engaged/assigned to the role of Social Worker and will be entitled to apply for any Allied Health Professional roles requiring a qualification in Social Work within the Department for Child Protection (DCP).*



## KEY SELECTION CRITERIA:

- Capacity and capability to understand the context of child development, parenting capacity and family and environmental factors in which to establish the need of an individual child.
- Ability to understand the factors that contribute to child abuse.
- Ability to identify and respond to needs and risks to safety, wellbeing and development of children and young people as well as ability to assess and form an opinion on the needs of the client.
- Ability to managed workloads, organise and plan work activities taking in to account the need to prioritise tasks and responsibilities.
- Ability to develop and maintain strong working relationships with people both within government, non-government sector and community to promote positive outcomes for children and families.
- Demonstrated knowledge and understanding of children and young people particularly in regards to developmental stages, vulnerability and resilience.
- Demonstrated knowledge and commitment to promoting and creating a safe and inclusive work environment.
- Demonstrated ability to apply culturally sensitive child protection practice for Aboriginal and Torres Strait Islander people, and community from culturally and linguistically diverse backgrounds.

| CORE CAPABILITIES & EXPECTED BEHAVIOURS   |  | PUBLIC SECTOR VALUES   |  |
|---|--|--|--|
| <b><u>Relating &amp; Communicating</u></b> <ul style="list-style-type: none"> <li>• Expresses facts and ideas both verbally and in writing in a clear, convincing and organised manner.</li> <li>• Adapt communication style to build effective rapport both with clients and across teams.</li> <li>• Develop team relationships and encourage active participation from all team members.</li> <li>• Develop a clear understanding of issues from client's perspective.</li> <li>• Deliver high quality solutions and accurate information to clients in a timely manner to build positive client relationships.</li> </ul> | <b><u>Achieving Objectives</u></b> <ul style="list-style-type: none"> <li>• Manage workload and changing priorities.</li> <li>• Adjust activities/processes based on feedback.</li> <li>• Ability to explore alternatives and positions to reach agreements and solutions that gain support and acceptance of all parties.</li> <li>• Utilise Structured Decision Making © (SDM©) tools and relevant Department guidelines.</li> </ul>   | <ul style="list-style-type: none"> <li>✓ <b>Service:</b><br/><i>We proudly serve the community and Government of South Australia</i></li> <li>✓ <b>Professionalism:</b><br/><i>We strive for excellence</i></li> <li>✓ <b>Trust:</b><br/><i>We have confidence in the ability of others</i></li> <li>✓ <b>Respect:</b><br/><i>We value every individual</i></li> </ul>   | <ul style="list-style-type: none"> <li>✓ <b>Collaboration &amp; Engagement:</b><br/><i>We create solutions together</i></li> <li>✓ <b>Honesty &amp; Integrity:</b><br/><i>We act truthfully, consistently and fairly</i></li> <li>✓ <b>Courage &amp; Tenacity:</b><br/><i>We never give up</i></li> <li>✓ <b>Sustainability:</b><br/><i>We work to get the best results for the current and future generations of South Australians</i></li> </ul> |
|   |  | CORPORATE RESPONSIBILITIES   |  |
| <b><u>Working in Partnership</u></b> <ul style="list-style-type: none"> <li>• Operate within and across relevant professional networks.</li> <li>• Work closely with various specialists and take advice</li> <li>• Work cohesively with other government/non-government agencies</li> </ul>  | <b><u>Respect and Cultural Support</u></b> <ul style="list-style-type: none"> <li>• Take action and provide services that are inclusive of Aboriginal people and people from culturally and linguistically diverse backgrounds as well as engaging in learning about other cultures to better establish relationships and improve services.</li> <li>• Engage in practices that build and support a culturally competent workplace by utilising culturally relevant assessments, tools and resources, interventions and processes specific to your practice area.</li> <li>• Be aware of Aboriginal cultural practices and/or differences and seek cultural</li> </ul> | <ul style="list-style-type: none"> <li>• Maintain accurate and complete records in accordance with the State Records Act 1997 and departmental policies, procedures and practice guidance.</li> <li>• Understand and follow the requirements of confidentiality within the Children and Young People (Safety) Act 2017, and whole of government and DCP policies, procedures and practice guidance to facilitate appropriate standards of confidentiality and information sharing practice.</li> <li>• Actively participate in performance development processes.</li> <li>• Comply with reporting obligations arising from legislation, professional conduct standards including the Code of Ethics for the South Australian Public Sector, and departmental policies, procedures and practice guidance.</li> <li>• Undertake mandatory training activities as specified with the DCP Mandatory Training Procedure.</li> <li>• Actively contribute to Reconciliation, and to the aims and objectives of the Aboriginal &amp; Torres Strait Islander Child Placement Principle.</li> </ul> |  |

# Department for Child Protection

and community to promote positive outcomes for children and families.

- Work effectively within a multidisciplinary team towards achieving the identified outcomes of the team and/or program.

## Continuous Improvement

- Contribute innovative ideas to improve departmental processes and encourage others to contribute.
- Monitor data integrity and apply appropriate procedures for maintaining security and confidentiality.
- Engage in a continuous process of self-development, identifying and addressing learning and development needs to enhance own performance.

consultation to promote inclusive practice.

## Personal Drive & Professionalism

- Evaluate personal progress and develop new approaches to increase knowledge base and skill sets.
- Take action when receiving feedback from others to improve strengths and development areas.
- Takes responsibility and ownership for own decisions, actions and results.
- Resilience; demonstrated ability to persist through difficult situations, bounce back and grow from adversity.

- Demonstrate a commitment to preventing gendered violence against women consistent with DCP's status as a White Ribbon Accredited Workplace.
- Actively support DCP's commitment to ensuring a workplace culture that is respectful, safe and inclusive where our employees are free from discrimination and are recognised for the individual and collective skills and perspectives that they bring by virtue of culture, race, gender, disability, age, sexual orientation, gender identity, intersex status and other differences.
- Act at all times in accordance with the Code of Ethics for the South Australian Public Sector and legislative requirements including (but not limited to) the Public Sector Act 2009 and Work Health and Safety Act 2012.

## **SPECIAL CONDITIONS**

- The successful applicant is required to gain a Department of Human Services (DHS) working with children check (WWCC) prior to being employed which is required to be renewed every five years before expiry.
- The incumbent will be required to achieve performance targets as negotiated and mutually agreed with the Supervisor.
- Some intra/interstate travel (including in a small aircraft) including overnight stay will be required.
- Some out of hours and weekend work may be required.
- A current Australian driver's licence (P2 or above) and a willingness to drive is essential.
- Employees may be required to provide professional/clinical supervision to Social Work students on observational placements and to work experience students.
- Will be required to undertake physical aspects of child management including lifting and carrying babies or small children.
- May be required to perform duties in other locations/divisions/units dependent upon Departmental requirements.
- In country locations, will be required to undertake after hours On Call response via a roster system for which an allowance is paid.

## **Remote Far North Locations**

- Required to undertake 4wd training and be confident to travel dirt roads/long distances in terrain that is very remote.
- Required to fly on rotational roster, 8 days on and 6 days off, to APY Lands – Umuwa Base.
- Supervisor and team required to live in shared accommodation.
- A current remote first aid certificate is essential.

CERTIFIED CORRECT PDF April 2022

