

# Department for Child Protection

<b>ROLE TITLE:</b>	Kinship Care Worker	<b>DIRECTORATE:</b>	Service Delivery and Practice
<b>CLASSIFICATION:</b>	OPS4	<b>BUSINESS UNIT:</b>	Kinship Care
<b>POSITION NO:</b>	Multiple	<b>FTE:</b>	1.0
<b>DATE REVIEWED:</b>	March 2021	<b>ROLES REPORTING TO THIS ROLE:</b>	Nil
<b>REPORTS TO:</b>	Supervisor		
<b>ROLE PURPOSE:</b> <p>The Kinship Care Worker is a role within the Department for Child Protection (DCP) and is accountable to the Supervisor for supporting, training and educating Kinship Carers in practical day to day care. This includes, monitoring and supervising placements, facilitating links with community and other professionals including social workers and assisting with complex family negotiations. The role is responsible for providing information to the case manager regarding the needs of the child/young person and the carer.</p>			
<b>KEY OUTCOMES:</b> <ol style="list-style-type: none"> <li>1. Establish interpersonal relationships that will enable effective communication.</li> <li>2. Provide brief interventions as required.</li> <li>3. Evaluate effectiveness of services provided.</li> <li>4. Identify constraints/barriers to family effectiveness.</li> <li>5. Identify particular needs and interests in relation to health, well-being and parenting.</li> <li>6. Identify resources to assist the family.</li> <li>7. Provide practical skills education and monitoring agreed actions.</li> <li>8. Respond appropriately to those who are vulnerable and at significant risk.</li> <li>9. Manage and resolve conflict.</li> <li>10. Contribute to the annual review of carers as well as the child/young person in care.</li> <li>11. Conduct exit interviews of carers.</li> <li>12. Work with ambiguous information and draw on previous experience to develop innovative solutions to problems.</li> <li>13. Identify and maintain links with relevant services.</li> <li>14. Develop and implement solutions based on research to improve organisational performance.</li> <li>15. Identify potential risks and implement action plans to manage and minimise the risk.</li> <li>16. Support the case manager to identify and recruit relatives/kin of children and young people to undertake a carer role.</li> <li>17. Work collaboratively in developing productive working relationships with peers, staff and stakeholders.</li> <li>18. Maintain sound communications and effective liaison and coordination with Department for Child Protection, operational staff, DCP leadership, and all internal and external stakeholders.</li> <li>19. 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 &amp; procedure, and cooperating and complying with reasonable instructions of DCP line management and WHS Officers.</li> </ol>			
<b>KEY RELATIONSHIPS/INTERACTIONS:</b> <ul style="list-style-type: none"> <li>• Supervisor (direct line manager)</li> <li>• Manager, Kinship Care</li> <li>• Management and staff within the office and across DCP</li> <li>• Community representatives, particularly of Aboriginal Communities</li> <li>• Other government and non-government organisations, including schools, providing services to the children and young people requiring care and protection</li> </ul>		<b>QUALIFICATIONS:</b>  <b>Essential:</b> <p>The incumbent must possess a current Australian Class C Drivers Licence and will be required to drive in the course of their duties.</p> <b>Desirable:</b> Nil	



**KEY SELECTION CRITERIA:**

- Demonstrated knowledge and understanding of Aboriginal culture and kinship systems and issues that impact on policy development and service delivery.
- Ability to understand the needs of a diverse range of clients and cultures and deliver services that meet these needs using initiative, creativity, negotiation, consultation and conflict resolution skills.
- Demonstrated ability to communicate effectively verbally and in writing at all levels.
- Experience in dealing with young people with difficult or challenging behaviours and parenting education programs and methodologies.
- Knowledge and understanding of parenting models and family dynamics and an understanding of young people who have experienced trauma and/or abuse and neglect and the impact on their development.
- Demonstrated knowledge and commitment to promoting and creating a safe and inclusive work environment.

**CORE CAPABILITIES & EXPECTED BEHAVIOURS****Implements Change**

- Prepares for change
- Implements and monitors change
- Works with ambiguity in the workplace
- Has an appreciation of systems thinking

**Addresses Client Needs**

- Assists clients to articulate needs
- Satisfies client needs
- Exercises judgment to resolve client service issues
- Responds to enquiries
- Receives and gives directions
- Participates in meetings
- Makes presentations within the workgroup

**Works Effectively in the Organisation**

- Applies information relating to the machinery of government
- Applies knowledge of organisational functions
- Applies knowledge of protocols

**Gives and Receives Workplace Feedback**

- Seeks and acts on workplace feedback
- Provides informal feedback in the workplace
- Provides formal feedback in the workplace
- Participates in learning to update knowledge and practice, targeted to professional needs and/or system priorities

**Maintains and Enhances Confidence in SA Public Education and Care**

- Applies ethical standards
- Responds to ethical problems
- Understands the implications of and complies with relevant legislative, administrative, organisational and professional requirements, policies and processes

**Contributes to Workgroup Activities**

- Establishes workgroup parameters
- Participates in the workgroup
- Assists workgroup members
- Recognises and values individual differences

**PUBLIC SECTOR VALUES**

- ✓ **Service:**  
*We proudly serve the community and Government of South Australia*
- ✓ **Professionalism:**  
*We strive for excellence*
- ✓ **Trust:**  
*We have confidence in the ability of others*
- ✓ **Respect:**  
*We value every individual*

- ✓ **Collaboration & Engagement:**  
*We create solutions together*
- ✓ **Honesty & Integrity:**  
*We act truthfully, consistently and fairly*
- ✓ **Courage & Tenacity:**  
*We never give up*
- ✓ **Sustainability:**  
*We work to get the best results for the current and future generations of South Australians*

**CORPORATE RESPONSIBILITIES**

- Maintain accurate and complete records in accordance with the State Records Act 1997 and departmental policies, procedures and practice guidance.
- 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.
- Actively participate in performance development processes.
- 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.
- Undertake mandatory training activities as specified with the DCP Mandatory Training Procedure.
- Actively contribute to Reconciliation, and to the aims and objectives of the Aboriginal & Torres Strait Islander Child Placement Principle.
- Demonstrate a commitment to preventing gendered violence against women consistent with DCP's status as a White Ribbon Accredited Workplace.



# Department for Child Protection

## **Builds and Maintains Internal and External Networks**

- Identifies and develops links with key internal stakeholders
- Participates in professional and community networks and forums to broaden and improve practice and service delivery.

- Works effectively with diverse clients and colleagues
- Keeps up-to-date and seeks continuous improvement in the professional discipline

- 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 must possess a current Australian Class C Drivers Licence and may be required to drive considerable distances in the course of their duties.
- Some intra/interstate travel (including in a small aircraft) including overnight stay may be required.
- The incumbent will be required to achieve performance targets as negotiated and mutually agreed with the Supervisor.
- Some out of hours work may be required, including weekends.
- May be required to perform duties in other locations/divisions/units dependent upon Departmental requirements.
- The incumbent will be required to undertake Child Safe Environments Training and updated training as required.
- Australian residency or current works permit is required (responsibility of applicant to provide evidence of a current work permit).

**Approved date: 27 February 2020**

