



**Family Support Newcastle**  
*your family, our community*

## **Information Package**

### **Family Worker - Newcastle**

**Copy of Advertisement**

**Selection Process and Application Details**

**FSN - An Overview**

**Job Description**

**Selection Criteria**

## Copy of Advertisement



Family Support Newcastle  
*your family, our community*

### **Family Worker – Part-time- 12-month contract**

**Would you like to be part of a team that makes a difference?  
One that ascribes to high standards of practice, matched with a supportive  
and generous workplace?  
Do you have experience supporting vulnerable families and a child focus?**

A skilled Family Worker is required for Family Support Newcastle's (FSN) Intensive Family Preservation/Family Support Projects for up to 25 hrs pw; Grade 4-5 SCHADS award (with over-award pay and conditions, such as additional leave and salary sacrificing); a 12month contract, with possibility to extend.

Applicants will need to have appropriate tertiary qualifications and extensive experience in working to promote change, with families whose children are at risk. The work includes case management, home visiting and group work.

FSN is an EEO employer. We strongly encourage people of CALD or Aboriginal background to apply.

To enquire about this position and to request an information package please contact Erin Beard via [ebeard@nfss.org.au](mailto:ebeard@nfss.org.au) or call 4926 3577. You must address the selection criteria, which is in the info package to be considered for the position. Send your completed applications to Prue Hughes, CEO via [phughes@nfss.org.au](mailto:phughes@nfss.org.au)

Closing date for applications: 5pm Monday 27<sup>th</sup> of January 2025.

## **Selection Process & Application Details**

The Child Protection (Prohibited Employment) Act specifies that before FSN can employ you we are required to conduct a Working with Children Check.

FSN will also require you to sign a declaration that you have not been charged with or convicted of any action that could be considered to make you unsuitable to work with children or vulnerable adults.

**Applicants will be selected for interview on the basis of how well their applications address the selection criteria.** When the positions have been filled an eligibility list may also be created. Other positions, either casual or ongoing that become available in the next 6 months may be filled from this list.

### ***Application Details***

To apply please submit a written application **addressing the selection criteria to [phughes@nfss.org.au](mailto:phughes@nfss.org.au)**

\* In your application please address the essential criteria for the position and include your CV and phone contact for at least two referees who can talk about your ability to meet the criteria.

Note that applicants who do not clearly address the selection criteria will not be considered.

**Applications close 5pm Monday 27<sup>th</sup> January 2025**

## **FSN - An Overview**

Family Support Newcastle (FSN) has operated since 1979 to assist families with children in their care.

The service operates within a philosophy of empowerment through participation in decision making. This philosophy informs all aspects of the service. Clients are encouraged to participate in decision making about the service.

We strive to be open and accountable at all levels. We encourage families to ask questions about the running of the service and to contribute their ideas.

This philosophy also influences the process of decision-making and model of leadership. It involves consultation, honesty, vulnerability, openness and reciprocity between families and workers and between staff members.

We are strongly influenced by feminist thinking that recognises an imbalance of power between men and women. This has resulted from oppressive social structures that force men and women into particular roles. These roles result in men having the public and influential voice, and women the domestic voice. These positions are false and antagonistic. The objectification of women and gendered violence are two significant and harmful outcomes. Both men and women have much to gain from addressing this inequality.

We note that for Aboriginal men and women, this intersects with the impact of colonisation in separating Aboriginal people from their lore, language and culture. The cultural oppression has disempowered both men and women.

The organisation currently operates six projects from two locations in the Newcastle area. We receive approximately \$2m in funding from Federal and State funding providers. Services that we provide include domestic violence services, specific services for fathers and as well as services for families with children.

## **Our commitment to Aboriginal People**

We acknowledge the history of invasion and subsequent colonisation of this country and the impact this has had on its peoples.

We acknowledge that this is, always has been, and always will be Aboriginal land.

Our commitment is to:

- Provide a respectful, safe and welcoming environment for Aboriginal and Torres Strait Islander peoples.
- Provide services appropriate to Aboriginal and Torres Strait Islander peoples in consultation with Aboriginal and Torres Strait Islander peoples and Aboriginal agencies.
- Proudly and visibly support Aboriginal and Torres Strait Islander rights and openly challenge racism in ourselves and others.
- Develop Aboriginal cultural competence.
- Respectfully learn from Aboriginal and Torres Strait Islander peoples, recognising that this is a life long journey.

We have processes in place to regularly and openly measure and review our effectiveness in implementing this commitment.

## Position Description – IFP/FSP Family Worker

| Reports to  | Team    | Location | Position Status       | Remuneration |
|-------------|---------|----------|-----------------------|--------------|
| Team Leader | IFP/FSP | Waratah  | Part time up to 25h/w | L4-5 PP1-3   |

### PURPOSE

---

IFP- Intensive support is provided to families referred from Community Service Centres. Families will be referred because their children are at significant risk of harm and court proceedings may need to be initiated if change does not occur.

FSP- case management/home visiting support is provided to families who need additional support with parenting and various psychosocial issues.

### OVERVIEW

---

This position is responsible for:

IFP- Supporting families who are accepted into the program, who will receive up to 3 months of intensive support (at least two home visits/week and access to 24-hour telephone support). They are able to receive a further three months of support that is less intensive. Wrap around services that include child care are also available to the family. The worker will be expected to hold a case load of two-three families.

FSP- Case management and parenting support to provide 'earlier intervention' and reduce the need for statutory intervention. The delivery of evidence-based parenting groups may also be required.

### SPECIFIC TASKS

---

Use Family Support Newcastle case management processes to promote the best outcomes for children and their families.

Make prompt contact with the family and effectively engage with all members of the family.

Complete a thorough biopsychosocial assessment to identify support needs and interventions.

Provide direct service to children and their families both individually and in groups. This will be provided through home visiting, centre appointments, and groups in the community.

In consultation with the team leader, make appropriate referrals and participate in relevant case meetings.

Participate in the 24/7 phone contact roster (For IFP Program only).

Ensure that services are accessible and appropriate to Indigenous children and their families.

Maintain appropriate records.

Develop, with client families, comprehensive transition plans at the relevant stages of the work (at the end of the three months of intensive work and at the end of work in this project).

Implement all aspects of the role as described in the Intensive Family Preservation Service Provision Guidelines.

## **FSN EXPECTATIONS**

---

- Work to promote the vision and mission of the organisation
- Work within the philosophy and values of the organisation
- Abide by the Code of Behaviour, confidentiality and all policies and procedures of the organisation. Comply with all statutory provisions applicable to the position and the organisation
- Implement the FSN commitment to Aboriginal and Torres Strait Islander People
- Participate as an active member of the FSN team assisting in other appropriate tasks and activities, working consultatively and co-operatively with other staff, and if required, volunteers and management committee members
- Contribute to the maintenance of an organised, safe and inviting work environment
- Attend and participate in scheduled meetings and staff development activities
- Ensure that your working relationships are based on equality between all team members
- Liaise professionally with other relevant government and non-government services
- Establish respectful, genuine relationships with client families where appropriate

## **SELECTION CRITERIA**

---

- Social work degree or other relevant tertiary education
- Extensive experience in working with families where children are at risk of harm
- Demonstrated skills in developing relationships with parents and children who may be reluctant to engage.
- Demonstrated experience in providing case managed therapeutic support to improve the wellbeing of children and other family members
- Professional values that are consistent with FSN values
- Ability to liaise and work collaboratively with other agencies
- Ability to work autonomously and as an effective team member
- Highly developed written and verbal communication skills
- Thorough understanding of the barriers that Aboriginal Australians experience and a commitment to addressing these
- High level of proficiency in using computer software – including but not limited to Microsoft Office applications.

## **Approvals/licences**

- Current WWCC
  - Criminal Records Check
  - Must be available to work Mondays
  - Drivers Licence
  - Comprehensively insured vehicle
-

