

## POSITION DESCRIPTION: Social Worker/ Psychologist/ Occupational Therapist

Hours:	FULL TIME/PART TIME (0.6 EFT/0.8 EFT) JOB SHARE NEGOTIABLE
Location:	27-47 Brierly Street, Weston ACT 2611
Reports to:	CLINICAL SERVICES LEAD

### The Organisation

Australian Childhood Trauma Group specialises in working with children and families that experience mental health issues and disability. We provide therapeutic support services to government and non-government agencies, schools and individuals.

Our vision is a world where the risk of complex trauma is eliminated, and survivors have access to effective services without prejudice.

We are committed to being a child safe organisation and take child protection seriously. As an employee of the Australian Childhood Trauma Group you are required to meet the behaviour standards outlined in our Child Safety Code of Conduct. If you are successful you will receive a copy of this code as part of your induction. You may request to view the code prior to being interviewed for this position.

### Our values:

1. Clients at the heart of decisions
2. Learning and innovation
3. Quality
4. Support and shared responsibility
5. Leadership and initiative
6. Trust

### Working with the ACT Group, you will gain

- Opportunities to develop specialist clinical skills
- Opportunity to work in various practice settings, gaining experience in schools, outreach, private counselling, assessments and more
- Supportive team environment with a strong focus on building positive team culture
- Opportunities to take a holistic approach to care and do broader systems work
- Opportunities to engage with children, young people and their families and provide intervention in creative and collaborative ways
- Ongoing professional development, and internal supervision opportunities
- Flexible working arrangements, with part time hours and work from home arrangements facilitated

## Responsibilities & duties:

- Maintain a commitment to child safety and wellbeing, including adhering to the ACT Group's Code of Conduct and Child Safety standards in all areas of work with the ACT Group.
- Conduct Functional Behavioral Assessments and develop Positive Behavioral Support Plans.
- Work within a school environment providing individual therapy, psychological assessments, secondary consultation and professional learning and training to staff.
- Provide therapeutic support services to children, young people, families and adults.
- Conduct intake of new referrals.
- Liaise with parents/ carers/ case workers/ guardians/ school staff, etc. in order to ensure best outcomes for children and young people we work with.
- Secondary consultations with parents/ carers/ case workers/ guardians/ school staff, etc.
- Keep appropriate client notes in a professional manner and at the standard of the appropriate professional association.
- Keep up to date with legal requirements for professional registration.
- Maintain privacy and confidentiality in relation to client information.
- Contribute to the ongoing development of clinical services program.
- Maintain regular client service hours.
- Actively participate in regular clinical individual and group supervision.
- Oversee and/or participate in specific clinical projects as required.
- Engage in networking and training opportunities as and when required.
- Adhere to compliance requirements of funding bodies, as instructed.
- Adhere to organisational policy and procedures, administration and documentation requirements.
- Ability to effectively manage multiple tasks and deadlines while maintaining productivity and personal wellbeing.
- Take on other tasks, projects as required, commencement with the position having regard to their, skills, training and experience.

## In compliance with our standards for Child Safety you are also required to:

- Provide a welcoming and safe environment for children and young people.
- Promote the safety and wellbeing of children and young people to whom we provide services.
- Ensure that your interactions with children and young people are positive and safe.
- Provide adequate care and supervision of children and young people in your charge.
- Act as a positive role model for children and young people.
- Report any suspicions, concerns, allegations or disclosures of alleged abuse to management.
- Maintain valid 'working with children' documentation.
- Undergo periodic 'national criminal history record' checks.
- Report to management any criminal charges or convictions you receive prior to and during the course of your employment/volunteering that may indicate a possible risk to children and young people.

## Academic qualifications & position requirements

### Essential

- A qualifying degree in Social work, Psychology, or Allied Health
- Current Driver's Licence
- Hold a valid Working with Children Check or able to apply as required.
- Hold a Criminal Records Checks or willing to undergo CRC as required
- Travel and conduct outreach work in schools, family homes and other community settings, as required

## Work experience & skills

### Essential

- At least two years of experience in the workforce in the fields of health, disability, education or social services
- Experience working with systemic interventions
- Critical thinking and analytical skills
- Excellent written and verbal communication skills
- Excellent formal report writing skills
- Proactive problem-solving skills
- Excellent computer skills including all Microsoft office applications

### Desirable

- Experience conducting functional assessments and implementing Positive Behavioural support plans that are in line with NDIS requirements
- Knowledge and/or experience in trauma informed care,
- Experience in training and group facilitation

## Personal qualities & behavioural traits

- Self-motivated, ability to work autonomously when required and work well within a team setting
- Excellent interpersonal skills, can build positive, professional relationships internally and externally, working with children, young people, families, governing bodies and other community organisations
- High level of honesty and integrity
- Maintain high levels of confidentiality
- Dynamic and creative

## Relationships

This position will be trained and supported by the Clinical Services Lead with ongoing support and regular supervision.

## Conditions of Employment

The successful applicant will be subject to a Working with Children Check and Criminal History Records Check where applicable. Our organisation undertakes several screening processes to ensure the appropriate protection of children in our care. This includes reference checks, an identity check, qualification checks, and professional registration checks.

## Acknowledgement

*If have read and understood the requirements of this position.*

Signed:

Name:

Date:

Signed by Clinical Lead:

Name:

Date: