



Position Description

Position:	Social Worker - Home-based Family Support
Direct reports:	None
Reports To:	Team Leader
Approved Date:	6 March 2018

Overview

Anglican Family Care Centre has been delivering social services in Otago for over forty years, working with children and their families.

The organisation's mission is:

'Providing social services in Otago to children and families from diverse backgrounds to restore wellbeing and enhance their social resiliency'.

Anglican Family Care has the responsibility for delivering:

- Social services and counselling support to children and families
- Family Start programme
- Restorative Justice
- A strong brand and community relationships

Purpose

The purpose of this position is to:

1. Provide an intensive home-based social work service that develops the strengths of whānau and assists them to make changes.
2. Support parents/caregivers to provide a secure and nurturing environment for their children and identify concerns regarding the safety and wellbeing of children and young people.
3. Provide alternative care for children and young people where there are significant degree of family stress and/or care and protection concerns in relation to a child or young person that can be identified under section 14 of the Oranga Tamariki Act 1989.

Key Responsibilities

The table below provides an overview of the key responsibilities for this position in the form of deliverables and expected outcomes. The deliverables outlined are presented as included in, but limited to the role.

Deliverable	Expected Outcomes
1. Service Delivery	
Assess the whānau situation and identify significant factors impacting on the whānau	Whānau become aware of factors contributing to their situation
Identify care and protection concerns for children and young people	Care and protection issues are recognised and appropriate interventions implemented
Children are at the centre and are the primary consideration of the intervention	The safety and well-being of children and young people is the paramount consideration
To work with the whānau to develop a plan	<ul style="list-style-type: none"> Plans are monitored commensurate with programme specifications Clear goals are set and reviewed regularly Whānau work towards the goals they have identified Whānau have been part of decision making
Provision of Alternative Care	<ul style="list-style-type: none"> Agreed plans are worked through so that whānau functioning is improved and children or young people can return home Timeframes are adhered to The requirements of the Oranga Tamariki Act 1989 are met in terms of care agreements
Where care is required, develop intervention plans that are time limited, have clear outcomes and are consistent with the requirements of the Oranga Tamariki Act 1989	<ul style="list-style-type: none"> Children and young people placed in care are provided with care that ensures their safety and wellbeing Legal requirements are met
2. Resources/Advocacy	
Work alongside whānau offering a combination of parenting education, support, advocacy, information on whānau and community resources and referral to other services	<ul style="list-style-type: none"> Whānau develop their own strengths and increase their ability to effectively use community support systems The wellbeing of the children and their whānau is enhanced
3. Working Relationships	
Develop and maintain working relationships with other professionals working with the whānau	<ul style="list-style-type: none"> Co-operation between workers is evident Referrals are being made to Strengthening Families where appropriate Evidence of Case Conferencing/Case Consulting when a group of professionals is working with a whānau where applicable

Deliverable	Expected Outcomes
Work with and maintain strong relationships within the Home-based team and the wider Anglican Family Care team	<ul style="list-style-type: none"> • Participation in team meetings, supervision and training • Effective communication and respect between team members is apparent
4. Recording & Reporting	
Record information as required by the Agency	<ul style="list-style-type: none"> • Agency standards are met • Professional case notes are recorded and filed appropriately in the Exess Care Management Systems • PCOMS is recorded on BON where applicable • Reports and correspondence are written to a required standard
5. Professional Development	
Attend supervision as required	<ul style="list-style-type: none"> • Caseloads are manageable • Professional development and practice issues are identified • Practice is supported and sustained
Attend relevant training	<ul style="list-style-type: none"> • Skills and knowledge enhanced • Be informed of current community services • Awareness of relevant social and community issues • Professional memberships (where applicable) are maintained in accordance within specified timeframes
6. Other Duties	
Any other duties from time to time as negotiated with the Team Leader	

Scope of Responsibilities

The Social Worker - Home-based Family Support is providing a social work service to whānau with children/young people 0-17 years old and the provision of alternative care in accordance with accreditation standards and Home-based Family Support Practice Guidelines.

Health and Safety

Anglican Family Care is committed to achieving the highest level of health and safety for its staff. All employees are expected to take the initiative to identify report and resolve issues that may cause harm to themselves or others in the organisation. As an employee the health and safety of staff members and colleagues as well as your own, are your responsibility. You are expected to work safely and to adhere to all agency Health and Safety Policy and Procedures. It is expected that you will report all accidents or potential hazards to your direct line manager.

Treaty of Waitangi

Anglican Family Care is committed to its obligations under the Treaty of Waitangi. As an employee you are required to give effect to the articles as well as the principles of the Treaty of Waitangi – Partnership, Participation and Protection.

Partners for Change Management System (PCOMS)

PCOMS may be used in Anglican Family Care services as an approach to enhance client/worker relationships, honour the client's voice and their theory of change, and demonstrates outcomes across client populations and settings.

Person Specification

An Overview of the person specifications for this role is as follows:

Area	Essential	Desirable
Qualifications or Education:	A qualification in Social Work, that meets the requirements of Social Worker registration	
Experience & Knowledge:	<ul style="list-style-type: none">• Understanding of social work processes, roles and models• Knowledge of children/human growth and development• Understanding of whānau dynamics; including issues of power and domestic violence• Understanding and awareness of how multiple and complex issues impact on whānau e.g. poverty, drug and alcohol, family violence• Able to show the application of professional social work values• Able to deliver culturally sensitive and responsive services to Maori, Pacific Island and other ethnic groups• Ability to work co-operatively as an effective team member• A sound knowledge of indicators of child abuse• Knowledge of family violence, mental health and alcohol and drug abuse• Well-developed assessment skills• Possesses advocacy skills and ability to access resources• Ability to develop and maintain records and good report writing skills• High degree of computer literacy as casework is entered on a database	

	<ul style="list-style-type: none"> • Able to recognise and manage stress • A good knowledge of parenting and child development • An understanding of the definition of a child in need of care and protection under the Oranga Tamariki Act 1989 • Well-developed communication and inter-personal skills • A current full New Zealand Driver Licence is essential 	
Skills/Attributes:	<ul style="list-style-type: none"> • Positive attitude towards others • Warmth • Practical and common-sense approach to problems • Sense of humour • Ability to look after one's self • Willingness and ability to learn and be challenged • Creativity • An awareness of when to consult or ask for help • Able to maintain confidentiality • Total honesty and integrity • Well organised • Empathy • Task oriented • Non-judgemental 	

Personal Competencies

The competencies for the role are determined by applying the SHL Unified Competency Framework. The competencies specific to this role are as follows:

Competency	Essential	Desirable
2.1 Working with People	✓	
3.1 Relating & Networking	✓	
3.2 Persuading & Influencing	✓	
3.3 Presenting & Communicating Information	✓	
4.1 Writing & Reporting	✓	
5.1 Learning & Researching	✓	
5.2 Creating & Innovating	✓	
5.3 Formulating Strategies & Concepts	✓	
6.1 Planning & Organising	✓	
6.2 Delivering Results & Meeting Customer Expectations	✓	
6.3 Following Instructions & Procedures	✓	

7.1 Adapting & Responding To Change	✓	
7.2 Coping With Pressures & Setbacks	✓	
8.1 Achieving Personal Work Goals & Objectives	✓	

Other attributes/factors necessary for this position:

- Is able to handle sensitive and/or confidential information and/or act appropriately within the varying environments and situations required of the position.
- Is able to work outside of standard hours as negotiated to meet the needs of clients in situations that have not been planned.

I _____ have read and understood this position description and I am aware of the responsibilities, requirements and duties of the role and I accept this position

Signature: _____

Date:

Manager

Name: _____

Date:

Signature: _____