



Therapeutic Residential Care Regional Coordinator

Program:	Therapeutic Residential Care
Location:	South, North, North West
Reports To:	State Manager, Therapeutic Residential Care
Approved by:	Executive Manager Community, Family & Children's Services
Version:	November 2020
Award:	Social, Community, Home Care and Disability Services Industry Award 2010
Classification:	Social and Community Services Employee Level 6
Full Time Equivalent:	Permanent Full Time
Clearances Required	Working with Vulnerable People registration (Tasmania); National Police Criminal History Check

Our Mission

CatholicCare engages to further the healing and saving mission of Jesus Christ in the world by conducting works that enable healing of the whole human person. We seek to enhance the human life of people by offering the full Christian vision for human life. CatholicCare seeks to foster a love for the poor and the vulnerable, a spirit of humble service, of mercy and compassion for all.

Our Values

Our values are informed by Catholic Social Teaching which provides a rich treasure of wisdom about building a just society and living our lives amidst the challenges of modern society:

- Respect for the life and dignity of every human person as created by God.
- Promotion of the family as the fundamental cell of society.
- Compassion and service.
- Mercy, the love of self and love of neighbor.
- Solidarity and fraternity in pursuit of the Common Good.
- Preference for the poor and the vulnerable.
- The dignity of work and the rights of the worker.
- Stewardship and care for God's Creation.
- Honesty, integrity and faithfulness.

Organisational Environment

CatholicCare Tasmania is the primary social services agency of the Catholic Church across Tasmania. We have 60 years' experience delivering a wide range of services and support to improve individual, family and community wellbeing. Our services are available open to all with a particular focus on families, young people and children.

CatholicCare is committed to safeguarding children and young persons in all programs, activities and recruitment. In its delivery of services to vulnerable persons, CatholicCare Tasmania requires the highest level of ethical and moral practice. This needs to be exemplary in the delivery of services to children, who constitute arguably, the most vulnerable group of all. Developing an organisational culture of respect and integrity will generate improvements in CatholicCare workers' (employee and volunteer) ability to safeguard children in their care.

CatholicCare has an absolute commitment to the protection of children and young persons from all forms of abuse and neglect. CatholicCare expects all workers, regardless of their organisational role or responsibility, to act to safeguard children from such harm by:

- Adopting the practices in the Behaviour Guidelines that are the standard when carrying out their duties.
- Reporting any instances of abuse or neglect of which they become aware to management and/or external authorities responsible for child protection or to the police, regardless of whether that abuse is being perpetrated by workers/personnel within the CatholicCare organisation, or by persons external to the organisation including those from the child's family, extended family, family networks or strangers.

Adherence to CatholicCare Tasmania's Safeguarding Children Principles and Children's Policy are mandatory for each worker and are issued to each worker at commencement. All workers must be committed to upholding the guidelines and policy to ensure that unsafe practices in these areas are minimised if not eliminated.

Position Context

CatholicCare Tasmania's Therapeutic Residential Care Service provides support to young people 12 years to 18 years referred by Child Protection Services, who require placement in a residential setting. It seeks to provide a healing environment and experiences for young people, which supports and assists them to overcome many of the challenges which they may have encountered in their life.

This role will report directly to the Inspire@HOME Program Manager. The position will have day to day responsibility for all Inspire@HOME program activities in their region (including Therapeutic Residential Care Placements, Transitional-Short Term Placements, Independent living placements and outreach. The position will oversee rostering and staff management, providing line management to all Inspire@HOME employee's in the region. The position will undertake regular assessments and reviews of young people within each house, plus ensure smooth transition into and out of the programme for any young person, performance monitoring and support of teams and resource management. This position will provide emergency "on-call" support to house teams on a rotational basis.

Objectives and Accountabilities:

- Create a harmonious and productive working environment by setting and adhering to high personal integrity and performance standards at all times
- Act in a professional manner at all times whilst representing the organisation in dealing with internal and external clients and stakeholders, including extended family and significant people in a young person's support network as appropriate
- Provide leadership, performance development, support and supervision to Inspire@HOME employees and lead role in the creation of a positive therapeutic culture.
- Participate in the development and review of Individual Action Plans, Behaviour Response Plans, Safety Plans and Therapeutic support for young people within each House
- Participate in assessments, reviews and care team meetings for all young people referred to the program within the designated region and participate in referral reviews across the state.
- Ensure the maintenance of professional knowledge and skills relevant to current trends and research regarding theoretical, legislative and policy development
- Regularly review and develop staffing rosters to ensure appropriate levels of staff cover for each house, adapting each roster to respond to an increase or decrease in staffing requirement which fully meet the needs of individual young people within each House whilst maintaining services within the funding envelope
- Proactively identifying and responding to risk. respond appropriately to any crisis within a House, ensuring the safety and well-being of all individuals and as outlined CatholicCare policies and procedures
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- Exercise sound financial management of House budgets within designated region, in consultation with the Program Manager and Archdiocesan Finance Department
- Ensure the effective recruitment, induction, line management, performance monitoring and support, supervision and annual performance appraisals of all Team Leaders, Key Workers and Youth Workers within

designated region, actively promoting on-going professional development to ensure workers and practice are current and up-to-date with emerging trends and research findings.

- Foster a culture of unconditional positive regard towards our young people, team flexibility, assisting staff maintain motivation to adapt to a changing and dynamic working environment
- Ensure a culture of feedback and critical reflection where individual and team performance is effectively managed, all team members fully competent, trained and supported to undertake the roles for which they are employed
- Ensure active participation of all Inspire@HOME team members in team meetings, staff general conferences, annual performance appraisals and professional development opportunities
- Write and maintain accurate reports including appropriately gathering and professionally documenting all required data and information. Conducting audits and system reviews leading a culture of Continuous Quality Improvement.
- Actively participate and provide direction in line management, clinical supervision and professional development opportunities
- This role will exercise appropriate initiative and professional judgement in relation to ensuring service delivery meets quality standard practices and National Out of Home Care standards.

The incumbent can expect to be allocated duties, not specifically mentioned in this document, that are within the capacity, qualifications, and experience normally expected from persons occupying jobs at this classification level.

Risk and Work Health & Safety:

The Archdiocese is committed to ensuring that our operations at all Agencies are conducted with proper regard for health, safety and wellbeing of all.

You are required to observe safe work practices in accordance with training and instruction given and report any risk to your immediate supervisor. Risks arising in the workplace may be financial, site, task or person specific or related to safety.

All employees of the Archdiocese of Hobart will conduct themselves responsibly with proper respect for established rules and procedures and they will consistently perform their jobs with proper regard for the health and safety of others.

You must promote and implement work health and safety and risk mitigation processes within your own workgroup. Identify, report and where appropriate action risks/hazards in order to eliminate or mitigate against the risk occurring.

The Archdiocese of Hobart expect all employees to participate in and contribute to Work Health and Safety activities, including participation in the consultative processes provided by the organisation, to ensure a safe work environment for clients, our community, employees and visitors.

Key Communications Linkages

- This position reports directly to the Program Manager
- Team Leaders, Key Workers and Youth Workers
- General Manager Family and Community Services and others in CatholicCare's Leadership team
- Fellow CatholicCare workers
- All members of the Archdiocesan of Hobart Corporate Services Team
- Child Protection Case Managers.
- Other external stakeholders

Selection Criteria

1. Commitment to the mission and values of CatholicCare Tasmania as informed by the Archbishop's Charter; and a broad understanding of the mission, values and operation of the Catholic Church in Tasmania.

2. Demonstrated skills, knowledge and expertise appropriate to the provision of therapeutic services to young people age 12 years to 18 years, including long and short term residential placements, foster care, outreach and independent living skill development programs.
3. Demonstrated skill and experience in program leadership, supervising teams working with high and complex needs young people
4. Demonstrated skill and experience in developing and maintaining 24/7 rosters ensuring the best use of resources, whilst maintaining appropriate and agreed staff cover at all times with a focus on youth outcomes, risk mitigation and team wellbeing
5. Demonstrated flexibility to work according to the needs of young people and ability to participate in the provision of an 'on-call' roster and the ability to work shifts in lieu of a worker being unavailable across your region and the State if required.
6. Possess a sound knowledge of relevant statutory requirements, including Mandatory Reporting, Workplace Health and Safety, Duty of Care, Privacy and Confidentiality, Children, Young People and their Families Act and Anti-discrimination legislation.

Essential Requirements	
Qualification requirements	<ul style="list-style-type: none"> • Tertiary qualifications at degree level in Social Work, Psychology or relevant equivalent, and • Extensive professional experience (minimum of three years throughout your career) in working with young people and their families with high and complex needs
National Police Criminal History Check	Satisfactory police check, to be completed on a 3 yearly basis from commencement. Crimes involving violence, aggression, drugs, fraud, dishonesty, and excessive motor vehicle related offences would be cause for discontinuance of employment.
Working with Vulnerable People registration	Must maintain current and valid Working with Vulnerable People registration; and must carry evidence of this at all times.
Drivers Licence	Maintaining a current driver's licence is a requirement of this role.