

POSITION DESCRIPTION

Title: **Manager Foster and Kinship Care -
Permanency Support Program**

Enterprise Agreement: Social, Community, Home Care & Disability Services Industry Award 2010

Classification: CSW Level 6

Position Objective:

To be responsible for the leadership and performance of the Permanency Support Program (PSP) Foster and Kinship Care team. Ensuring the safety, well-being and positive permanency outcomes for children and young people within the program.

Role Description:

The Manager will undertake a flexible, creative and lateral approach to service delivery, team development, change management and partnership development. To ensure the delivery of high-quality care and case management for children and young people in statutory care and to achieve their permanent placement outcomes, ensuring that the Child Safe Standards for Permanent Care are met. This role is responsible for building, retaining and supporting quality carer placements to provide for the diverse needs of children and young people in the PSP programs.

Primary Responsibilities:

Values, Sanctuary and Culturally Inclusive Practice

- Uphold and model the Anglicare Values and the Anglicare Code of Conduct
- Commit to training in the trauma-informed Sanctuary Model and implementing this model of care in daily work with children, young people, and carers.
- Work from and model a culture of respect and empowerment to support carers, children, young people, and their families.
- Prioritise cultural strengths-based practice when working with Aboriginal children, carers and families.
- Develop networks, consult, and collaborate with Aboriginal communities and organisations to recruit and support Aboriginal carers.
- Ensure culturally inclusive resources and support when working with Aboriginal people and families.

Program Management and Quality Assurance

- Responsible for the overall management of the PSP Foster and Kinship Care service within Anglicare Riverina, ensuring services are provided according to relevant legislation, quality practice

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Program Management and Quality Assurance

- Responsible for managing the PSP Foster and Kinship Care service within Anglicare Riverina, ensuring services are provided according to relevant legislation, quality practice frameworks and the NSW Child Safe Standards for Permanent Care.
- Responsible for financial management of services under the direct management of this position.
- Participate in negotiating funding agreements and ensure contractual requirements are met.
- Implement appropriate systems for effective service delivery, including monitoring service quality and compliance requirements.
- Develop and implement risk management strategies within services.

Support and Supervision of Staff

- Oversee the recruitment, selection, mentoring, and retention of staff.
- Ensure staff are supported and developed in performing their roles according to agency policy, procedures, and systems and provided with regular high-quality sanctuary reflective supervision.

Administration

- Provide monthly service and financial reports to the Executive Manager.
- Actively engage and participate in monthly Sanctuary supervision with your line manager.
- Work by Anglicare's overarching operational priorities and relevant policies and procedures.
- Commitment to training and participating in professional development activities.
- Participation in the backup on-call roster.

Qualifications:

- Bachelor's degree in psychology, social work or a related discipline.

Key skills and experience:

- Experience delivering therapeutic services to children, young people and their families.

- Well-developed organisational skills, including prioritising competing needs and meeting deadlines.
- Practice skills and experience in working with carers or families in a trauma-informed way, including those from an Aboriginal or Culturally and Linguistically Diverse community, using culturally safe and respectful practice.
- High-level verbal and written communication and presentation skills; uses appropriate interpersonal styles and methods to guide individuals or groups towards achieving results and providing high-quality services.
- Demonstrated ability to manage conflicts and complaints; listen to and understand the views of others.
- Well-developed understanding of maintaining, reporting and tracking financials, including budgeting and monthly monitoring.
- Well-developed computer literacy skills, including word processing, spreadsheets and databases.
- Ability to work under pressure and complete required tasks in a timely fashion.

- Key knowledge areas:**
- NSW Children and Young Persons (Care and Protection) Act 1998 and Regulation 2012.
 - NSW Child Safe Standards for Permanent Care.
 - Knowledge of inter-generational trauma and its impact on Aboriginal people, families and communities.
 - Demonstrated knowledge of Aboriginal culture.

- Other Requirements**
- The role requires regular travel between Anglicare offices
 - The position also includes some work outside of usual business hours and the ability to work flexibly.
 - NSW WWCC Check
 - Current Australian Drivers Licence

Reports to: Senior Manager Foster and Kinship Care – Permanency Support Program

Direct reports: Nil