

## School Wellbeing Practitioner

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|--------------------|-----------------------------|
| Program            | School Wellbeing Program    |
| Location           | Albury                      |
| Employment Type    | Part Time (4 days per week) |
| Classification     | SCHADS                      |
| Award              | Level 5                     |
| Travel Required    | Yes                         |
| Applications Close | 6 December 2021             |

### About Centacare South West NSW

Our Mission is to actively reach out to and serve vulnerable families and individuals by providing a range of quality targeted services and programs that are flexible and responsive to needs. By building on strengths of individuals, families and communities. And to promote social justice and inclusion.

### Organisational Context

The School Wellbeing Practitioner is a part of the School Wellbeing Program which works closely with the Executive Manager to ensure Centacare's staff and core business is managed across locations. Centacare South West NSW is proudly a social service agency of the Catholic Church in the Diocese of Wagga Wagga.

We are a member of the wider network of Catholic social service organisation across Australia, known as Catholic Social Services Australia. We are a not for profit, non-government organisation that has been providing professional services to individuals and families since 1991.

We act on behalf of the Diocese to alleviate disadvantage through the provision of services to children, young people, individuals, families and communities in the Diocese.

### Position Purpose

The School Wellbeing Program aims to assist Catholic schools in the Diocese of Wagga Wagga in meeting the needs of students, families and staff in ways that will enhance the wellbeing and development of children and the school community. These needs are met by offering whole of school wellbeing approaches; group work, individual and family counselling and community education. School personnel are also offered consultation and in-service training in support of the needs of children and young people in an educational context.

## Locations

The School Wellbeing Program is provided directly to 24 Catholic Primary schools in the Diocese of Wagga Wagga. This position will be based in Albury and where necessary outreach to relevant schools.

## Position Details

|                |   |
|----------------|---|
| Reports To     | Regional Manager  |
| Direct Reports | None  |
| Division       | School Wellbeing Program  |
| Requirements   | <input type="checkbox"/> National Police Check<br><input type="checkbox"/> Working with Children Check<br><input type="checkbox"/> Possess an unencumbered driver's license |

## Relationships

The position liaises with the following stakeholders. This is subject to change.

|                    |  |
|--------------------|--|
| External           | Catholic Education Diocese of Wagga Wagga, School Principals, School Teachers & Support Staff, Students, Families and government and non-government community service organisations agencies such as DCJ, allied health services, mental health services, alcohol and other drug services, domestic and family violence services, homelessness services. |
| Works closely with | <ul style="list-style-type: none"> <li>• Regional Manager</li> <li>• Program Coordinator – School Wellbeing Program Manager</li> <li>• School Wellbeing Program Team Members</li> <li>• Other Centacare Staff</li> </ul>   |

## Skills & Responsibilities

These Key Accountabilities align with Centacare SW NSW's strategic and operational goals.

| Skills & Responsibilities | Key Performance Indicators  |
|---------------------------|---|
| Client Support            | <ul style="list-style-type: none"> <li>• Assess students, parents and families as required for the purposes of therapeutic intervention.</li> </ul> |

Skills  
Responsibilities

&

Key Performance Indicators

- Provide a counselling and support service to students, their parents and/or whole families, using a sound theoretical framework.
- Provide psycho educational and therapeutic group programs to parents, students or small groups as identified.
- Provide case management, case planning and review with key stakeholders for effective wrap around support of children, young people and families.
- Attend Wellbeing Committee Meetings (WBC Meetings) to promote best practice whole of school pastoral care and wellbeing approaches, and to manage students who require additional support for their learning, behavior and wellbeing support.
- Refer students/families to relevant external agencies for specialist support.
- Provide parent education and support to families.
- Liaise with relevant staff of the Catholic Schools Office and school staff for the purposes of reviewing individual situations and exchange information.
- Develop programs in conjunction with classroom teachers and others for the benefit of individual students. Assist in the implementation of these programs within the classroom.
- Respond to critical incidents identified by CSO and attend Critical Incident Management Team Meetings as necessary to implement plan of support.

Service Quality

- Develop and strengthen partnership model of support by liaising with school principals, teachers, parents and other members of school communities as required.
- Use and implementation of evidence base best practice interventions.
- In consultation with school, complete a needs analysis of the wellbeing needs of school communities and implement relevant plans of support.
- Liaise with other community organisations for the purposes of information gathering, referral, or case management support to maximise positive outcomes for clients.

| Skills & Responsibilities   | Key Performance Indicators |
|---|----------------------------|
| <ul style="list-style-type: none"> <li>• Liaise and report with key personnel in the School Wellbeing Team, including the Program Coordinator to deliver a professional level of service.</li> <li>• Maintain professional records and accurate statistical data in accordance with Centacare standards of practice.</li> <li>• Ensure clinical and administrative standards are maintained in accordance with the requirements of the Family Law Act 1995 and those of Centacare.</li> <li>• Monitor, review and evaluate client outcomes.</li> <li>• Monitor, review and manage client waiting lists.</li> <li>• Participate in group/peer support activities.</li> </ul> |                            |
| <p>Health and Safety</p>  |                            |
| <ul style="list-style-type: none"> <li>• Adhere and contribute to Work, Health and Safety in the workplace</li> </ul>   |                            |
| <p>Quality Assurance</p>  |                            |
| <ul style="list-style-type: none"> <li>• Contribute to continuous improvement processes and adhere to Quality Assurance policies</li> <li>• Adhere and contribute to Agency policy and procedures. Work to be consistent with the ethos and ethical standards</li> </ul>  |                            |
| <p>Human Resources</p>  |                            |
| <ul style="list-style-type: none"> <li>• Undertake appropriate supervision on a regular basis and relevant team or peer support activities.</li> <li>• Participate in professional development and Agency activities (such as staff forums) as negotiated with the Regional and Program Manager and Coordinator.</li> <li>• Undertake any other duties as requested by the Regional and Program Manager and Coordinator</li> </ul>  |                            |

## Selection Criteria

### Essential

1. Hold degree qualifications in psychology, social work, counselling or psychotherapy
2. Demonstrated experience in counselling children, young people and families.
3. Demonstrated experience in delivering psycho educational and therapeutic group programs to parents, students or small groups.
4. Demonstrated understanding of community development principles and or experience working in a community based setting.
5. Highly developed relationship building and communication skills and demonstrated ability to work collaboratively with internal and external stakeholders.
6. Understanding of people with special needs including Indigenous and CaLD clients, the disabled and disadvantaged.
7. A current NSW driver's license and access to a vehicle.
8. Knowledge of and commitment to the principles of Catholic education and pastoral care and wellbeing, as well as a demonstrated commitment to the principles of Catholic Social Teaching and the mission, vision, values and strategic goals of Centacare SW NSW

### Desirable

1. Proven ability to work in partnership with school communities.
2. Sound understanding of whole of school wellbeing approaches and counselling in a school context.
3. Demonstrated understanding of case management principals
4. Be a Social Worker registered with the Australian Association of Social Workers; a Registered Psychologist with the Psychology Board of Australia or a Counsellor holding Clinical Membership of Counsellors' and Psychotherapists' Association of NSW

## Key Values

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|----------------|---|
| Respect        | We respect the uniqueness, dignity, diversity, cultures and beliefs of all people.  |
| Social Justice | We advocate. We show compassion to individuals. We advocate for equity of access, fairness and justice. We seek to give voice to the vulnerable.  |
| Empower        | We care for the wellbeing of each person. We acknowledge strengths in all people and we seek to empower individuals to take control of their future.  |
| Professional   | We do the right thing. We accept responsibility for our actions and we support each other. We are ethical, committed, act with integrity and are accountable for our results.                 |
| Relationships  | We embrace the power of relationships. We support positive relationships for our clients. We are committed to developing creative and collaborative connections for and within our community. |
| Team           | We are a team. We build a positive team spirit. We watch out for each other. We support each other and we celebrate success. As a team we make a difference.                                  |
| Excellence     | We are a center of excellence. We are innovative and adaptable. We have high standards and ensure best practice approached to our service.  |

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| Reviewer |  | VERSION: |  |
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