

Position Description



School Wellbeing Practitioner

Program	School Wellbeing Program
Location	Wagga
Employment Type	Fixed term – 30.4 hours/week
Classification	
Travel Required	Outreach into schools is required

About Centacare South West NSW

We are a Catholic Social Service agency of the Diocese of Wagga Wagga and we exist to make a positive difference in people's lives. Our Vision is to empower communities, children, individuals, and families to create change for the better. We do this by creating thriving, resilient, and connected communities.

Our Objectives:

- Community needs are at the heart of everything we do.
- We are a recognised and trusted brand, and a provider of choice for our communities.
- We demonstrate organisational sustainability.
- We foster our Catholic Identity.

Organisational Context

We are a not for profit, non- government organisation that has been providing professional services to individuals, children, health care professionals, businesses, and families since 1991. We are a member of Catholic Social Services Australia.

We act on behalf of the Diocese of Wagga Wagga to alleviate disadvantage through the provision of services to children, young people, individuals, families, and the broader communities within South West NSW.

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 Wagga Wagga and where necessary outreach to relevant schools.

Position Details

Reports to	School Wellbeing Manager
Direct Reports	None
Division	School Wellbeing Program
Requirements	• Criminal History Check. • Working with Children Check. • Possess an unencumbered driver's license.

Relationships

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	• School Wellbeing Manager • School Wellbeing Practitioners • Management Team • Other Centacare Staff

Skills & Responsibilities

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

Skills & Responsibilities	Key Performance Indicators
Client Support	
• Assess students, parents and families as required for the purposes of therapeutic intervention. • 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.
- Liaise and report with key personnel in the School Wellbeing Team, including the Team Leader to deliver a professional level of service.
- Maintain professional records and accurate statistical data in accordance with Centacare standards of practice.
- Ensure clinical and administrative standards are maintained in accordance with the requirements of the Family Law Act 1995 and those of Centacare.
- Monitor, review and evaluate client outcomes.
- Monitor, review and manage client waiting lists.
- Participate in group/peer support activities.

Health & Safety

- Adhere and contribute to Work Health and Safety (WHS) by complying with the Work Health Safety Act 2011, and the organisations WHS management system.
- Contribute to and ensure a positive and collaborative culture is instilled within the organisation.

Quality Assurance
• Contribute to continuous improvement processes and adhere to Quality Assurance policies. • Be familiar with the use of procedures and their relation to Centacare policies. • Adhere and contribute to Agency policy and procedures. Work to be consistent with the ethos and ethical standards. • Complete all mandatory learning according to Centacare requirements and induction.
Human Resources
• Participate in Centacare's Professional Review and Planning process including reviewing process to better the outcome of NDIS clients and their families. • Comply with all professional development requirements, including appropriate supervision on a regular basis and relevant team or peer support activities. • Undertake any other duties as requested by your manager or Executive.

Selection Criteria

- Hold degree qualifications in psychology, social work, counselling or psychotherapy
- Demonstrated experience in counselling children, young people and families.
- Demonstrated experience in delivering psycho educational and therapeutic group programs to parents, students or small groups.
- Demonstrated understanding of community development principles and or experience working in a community based setting.
- Highly developed relationship building and communication skills and demonstrated ability to work collaboratively with internal and external stakeholders.
- Understanding of people with special needs including Indigenous and CaLD clients, the disabled and disadvantaged.
- A current NSW driver's license and access to a vehicle.
- 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:

- Proven ability to work in partnership with school communities.
- Sound understanding of whole of school wellbeing approaches and counselling in a school context.
- Demonstrated understanding of case management principals
- 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

Centacare South West NSW Values

 Courage	We are a strong and sustainable service, with good operational performance to ensure we can meet community needs now and into the future. By maintaining governance and performance frameworks that promote quality services and a professional and skilled workforce.
 Respect	Along with our engaged staff who are leading brand ambassadors for Centacare we will strengthen our community insight through consumer and carer consultation.
 Compassion	Community needs are at the heart of everything we do. We are a leading social service agency providing quality services to the vulnerable, continually increasing services to meet the growing needs of our communities.
 Excellence	We are a centre of excellence. We are innovative and adaptable. We have high standards and ensure best practice approach to our service.
 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.
 Faith	As a Catholic Social Service Agency, we are proud of our heritage, spirituality, vocation, and whole-person care. We embed Catholic Social Teaching and social justice which guides our work and provides the foundation for our values. By working with the whole person, as an individual, as a family, as a community and as a unique spiritual being.

Centacare South West NSW is committed to ensure our organisation upholds the Safety of all children and young people and their right to be safe. We are compliant with the recommendations of the Office of Children's Guardian.

Reviewer	CEO	Version:	May 2023
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