

## JOB DESCRIPTION

### Aboriginal Family Worker (Children & Family)

*Junaya recognises Aboriginal and Torres Strait Islander peoples as the first peoples and Traditional Owners of this country. We recognise and respect the ongoing connection to culture and country, and we pay our respects to Elders past and present. We also extend that respect to all Aboriginal and Torres Strait Islander peoples*

**Position Title:** Aboriginal Family Worker (Identified position)  
**Classification:** Social, Community, Home Care and Disability Services Industry  
Award, 2010: Level 3 to 4 (based on experience/qualifications)  
**Reports to:** Aboriginal Team Leader  
**Terms of employment:** Full Time

**Organisational Context:** Junaya Family Development Services (Junaya), located in Blacktown, is transitioning to an Aboriginal Community Controlled model under the name Junaya Aboriginal Corporation. As a culturally grounded organisation, Junaya walks alongside families and children to heal from the trauma and intergenerational impacts of past government policies. Funded by the NSW Department of Communities and Justice, Junaya provides holistic, culturally responsive support to families facing crisis and complex needs. Services include in-home family support, parenting programs, therapeutic healing, advocacy for housing and legal issues, and early childhood development assistance. These programs are designed to keep children safe by strengthening family functioning, restoring cultural connection, and empowering families to navigate systems with confidence and dignity.

**Key responsibility:** The provision of culturally safe family services and programs to Aboriginal children, young people, and families in Western Sydney. To work collaboratively with community and families to keep kids safe and connect with family and kin.

#### **Overall Objectives:**

**Support Strong Families.** Walk alongside parents and carers to build confidence, strengthen parenting skills, and help keep children safe and connected to culture.

**Community-Led Solutions.** Work with Aboriginal youth, women, men, and Elders to co-create pathways to support and healing that reduce the need for Out of Home Care.

**Culturally Safe Practice.** Ensure all work is guided by Aboriginal ways of knowing, being and doing, in partnership with community members and cultural advisors.

**Empowerment Through Knowledge.** Help families grow their skills and confidence to access services, understand their rights, and make informed choices.

**Safe and Healing Environments.** Support families to create safe homes and promote the social and emotional wellbeing (SEWB) of children and caregivers.

**Respect for Culture and Identity.** Provide services that honour each family's cultural background, language, beliefs, and strengths.

**Cultural Responsiveness.** Recognise and respect diverse parenting practices and respond in ways that are culturally appropriate and supportive.

**Teamwork and Integrity.** Work respectfully and collaboratively with others, upholding ethical practice and shared responsibility.

**Support Through Trauma.** Assist parents and carers in responding to child protection concerns and supporting children and young people who have experienced trauma.

**Confidentiality and Trust.** Maintain privacy and confidentiality in line with legal and cultural expectations.

**Accountability and Alignment.** Work within Junaya's policies and DCJ guidelines, ensuring culturally safe governance and service delivery.

### **Direct Services**

1. Work **with** families to identify their strengths, needs and goals to support capacity building guided by the Junaya case management framework.
2. Apply culturally informed practice to all components of the Junaya Case Management framework to plan, deliver and review services with children, young people and families
3. Participate in weekly allocation meetings and participate in collaborative allocation and assessment decisions.
4. Work with the family to complete a culturally informed assessment to identify strengths, goals, needs and issues impacting on overall family wellbeing and children's safety.
5. Collaboratively develop, implement and monitor Family Action Plans that include SMART goals and child centered strategies to enhance strengths and focus on the children's needs and worries identified by the family.
6. Provide consistent and regular home visits to support family capacity building and implementation of the family action plan.
7. Ensure the practice approaches are inclusive, flexible and include methods that meet the needs of child/ren and their family, i.e., outreach, home visits, telephone contact, media platforms (e.g. Facetime, WhatsApp), supported appointments, transport, advocacy & warm referrals to specialist services (health, education, legal).
8. Undertake an environmental risk assessment to support safe home visiting
9. Engage with stakeholders and other service providers to deliver positive family and child centered outcomes

### 10. Maintain and demonstrate the use of inclusive practice with all children and families

including, living with a disability, LGBTQI+, neurodiversity, mental health, family violence, or addiction.

11. Respond effectively to crisis situations that may arise within families, such as domestic violence, substance abuse, homelessness, or child welfare concerns. Consult with the team leader to provide immediate support, safety planning, and referrals to appropriate services.
12. Respectful and accurate case notes and records regarding the family are maintained according to policies and procedures and legislation specific to Aboriginal peoples and DCJ requirements and ensure data is entered within 48 hours after each client contact.
13. Ensure reports are submitted on time and information is recorded, stored, secured, and accessed in accordance with policy and organisational standards

### **Child Protection**

1. Apply culturally informed practice and safety assessments - that are focused on the child.
2. Maintain a comprehensive understanding and knowledge of child protection and responsibilities under the legislation, The Children and Young Persons (Care and Protection) Act 1998 and Junaya Policies and Procedures on Child Protection.
3. Identify and respond to risks that may place children in harm's way, including signs of abuse or neglect. Work with families and community to recognise protective strengths and develop culturally safe strategies that support healing, safety, and wellbeing
4. Use the Mandatory Reporter Guide (MRG) when there are concerns about the safety or wellbeing of children and complete a report to the NSW Child Protection Helpline as directed, All child protection reports will be documented and discussed with your supervisor.

### **Group Work Activities**

- 1) Participate in and complete facilitator training in Aboriginal evidence-based parenting program models.
- 2) Deliver at least one culturally safe parenting program per school term to Aboriginal parents, carers, and kin, supporting family strengths and child wellbeing.
- 3) Ensure evidence-based group work activities are delivered in a culturally sensitive, inclusive, and respectful manner.
- 4) Support and encourage participants to maximize their participation.
- 5) Support the Program Co-Ordinator to registered participants and encourage their attendance.
- 6) Distribute, collect group work evaluations, and provide written analysis with fundings to improve delivery.
- 7) Maintain a database of all group work activities.

## **Collaboration and Partnerships**

- 1) Develop and maintain partnerships that will increase families' access to a range of services and strengthen their capacity.
- 2) To develop and maintain links with local Aboriginal communities to ensure that services are responsive to the changing and emerging needs of families in Western Sydney.
- 3) To liaise with peak organisations and where appropriate, resource groups and Aboriginal networks.

## **Organisational Responsibilities**

- 1) Participate and contribute to all staff/team meetings.
- 2) Participate and engage collaboratively in annual performance appraisals with Team Leader.
- 3) Engage in case management, individual, group and cultural supervision to enhance professional practice and development goals.
- 4) Identify and attend relevant training and professional development that build capacity that results in positive outcomes for clients.
- 5) Provide monthly written reports to Team Leader as documentation of issues in case management and group activities providing an evidence base.
- 6) Maintain knowledge of and comply with Junaya's values, organisational plans, policy and procedures.
- 7) Contribute to the development, implementation, and review of Junaya's Strategic Plan.
- 8) Contribute to the planning and conduct of annual general meetings and other events.
- 9) Participate in and contribute to a collaborative and supportive organisational culture.
- 10) Participate in providing a safe working environment for staff, participants, and visitors.
- 11) Consistently apply the practice principles of good teamwork.
- 12) Conduct other duties as directed by management in line with this position description.

## **Work Health and Safety**

- 1) Contribute to identifying and managing work health and safety
- 2) Participate in WHS training and complete risk assessments as required.
- 3) Develop, monitor and adhere with risk management plans relating to all aspects of work (outreach, centre based, IT, data, property, vehicle, etc.)

*The above list is not exhaustive, and the role may change to meet the overall objectives of the organisation.*