

# Home Stretch WA – Staying On Facilitator – Generic JDF

Your title:	Staying On Facilitator	Who you report to:	Coordinator, Home Stretch WA
<p><b>How you contribute to the bigger picture</b></p>	<p>The Home Stretch WA model was co-designed with young people, Aboriginal community and the broader system that supports young people transitioning from Out-Of-Home-Care. As one of the first services providing Home Stretch in WA, you will play an important role in establishing a better service system for young people transitioning from Out-Of-Home-Care to interdependence.</p> <p>As the Staying on Facilitator you will contribute to young people aged 17-21 years successfully transitioning from Out-Of-Home-Care to independence by:</p> <ul style="list-style-type: none"> <li>• Supporting young people and carers to develop Staying On Agreements that assist them to be supported to continue living arrangements until the young person turns 21.</li> <li>• Liaising with the Department of Communities to authorise ongoing payment of a Staying On subsidy, and resolve any issues related to the payment of the subsidy.</li> <li>• Provide support to Staying On carers around parenting a young adult and assisting to resolve any issues or conflict that arise in the living arrangement.</li> <li>• Co-ordinating the ongoing support and review of Staying on Agreements in collaboration with Transition Coaches, young people and their carers.</li> <li>• Working collaboratively with relevant stakeholders including the Department of Communities' Child Protection staff, foster families, carers, the young person's kin, community, and people identified as significant in their lives.</li> <li>• Provide support and guidance to Transition Coaches working with young people who wish to reconnect with biological family</li> </ul> <p>Your approach will be trauma informed and culturally secure. You will ensure the right to self-determination drives your practice, while promoting the wellbeing of young people, their carers and the carer household.</p>		
<p><b>What you need to do (your key responsibilities)</b></p>	<p><b>Support (service delivery)</b></p> <ul style="list-style-type: none"> <li>• Coordinate the offer, negotiation, authorisation and review of Staying on Agreements to support safe and stable living arrangements between young people and their carers/families.</li> <li>• Liaise and collaborate with the Department of Communities, Community Service Organisations and other Out-Of-Home-Care service providers to ensure a smooth transition of supports to carers.</li> <li>• Provide direct support to carers / families where a Staying On Agreement is in place.</li> <li>• Identify carer needs that impact the work of the Transition Coach and vice versa and collaborate with relevant parties to address the respective needs of both the carer and the young person.</li> <li>• Coordinate and facilitate care and family intervention meetings to manage and resolve conflicts and issues arising from the young person 'staying on' with the carer.</li> </ul>		

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	<ul style="list-style-type: none"> <li>• Make and facilitate warm referrals for therapeutic and other carer supports (including support carers to access additional supports through the NDIS).</li> <li>• Monitor and oversee the provision of Staying On subsidies that will be administered by the Department of Communities.</li> <li>• Participate in regular supervision with the Home Stretch WA Coordinator.</li> </ul> <p><b>Culture</b></p> <ul style="list-style-type: none"> <li>• Support young people to understand and develop their connections to culture, country, community and family.</li> <li>• Maintain an understanding of contemporary issues in Aboriginal culture, in the context of kinship, community and the community services sector.</li> <li>• Observe and respect cultural protocols within the organisation.</li> <li>• Support the embedding of a Home Stretch WA Model's approach to Cultural Practice across the program.</li> <li>• Provide support to young people in relation to family finding and mapping, reunification planning and contact with biological family. This may include obtaining support from Transition Coach (50d) position and the organisation's cultural support unit.</li> <li>• Support young people to understand and develop their connections to culture, country, community and family.</li> <li>• Maintain an understanding of contemporary issues in Aboriginal culture, in the context of kinship, community and the community services sector.</li> <li>• Observe and respect cultural protocols within the organisation.</li> </ul> <p><b>Collaboration</b></p> <ul style="list-style-type: none"> <li>• Work in close collaboration with a young persons Transition Coach, to ensure that the young person remains the primary client of the service.</li> <li>• Collaborate and negotiate with the relevant positions within the Department of Communities, including District Placement Officers, carers, Transition Coaches and young people in relation to Staying on Agreements and carer funding.</li> <li>• Liaise with the Department of Communities' Subsidy Payment Unit to ensure Staying On subsidies paid to carers align with the Staying on Agreement.</li> <li>• Provide input to, and participate in, the Home Stretch WA Community Of Practice to develop and refine clear guidelines and conditions for Staying On subsidies.</li> <li>• Attend and participate in team and staff meetings, including presenting cases for consultation and discussion.</li> <li>• Contribute to the development/improvement of effective systems and practice that will better support and enable young people.</li> <li>• Maintain a strong commitment to the principles that underpin the service model and ensure that young people's experiences and expertise informs the refinement and roll-out of the model.</li> </ul>
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	<p><b>Innovation</b></p> <ul style="list-style-type: none"> <li>Assist in providing a high level of professional services, working to continuously improve the standard of service offered by the organisation.</li> <li>Seek opportunities to develop and improve the function of the role and the delivery of the service.</li> <li>Contribute to the Knowledge Hub established by the Home Stretch WA Community Of Practice, sharing practice ideas and knowledge with other providers across the network.</li> </ul> <p><b>Administration</b></p> <ul style="list-style-type: none"> <li>Comply with the organisation's policies and procedures and practice within the guidelines provided.</li> <li>Ensure records and case management data is maintained to the organisation's standards and meets legislative requirements.</li> <li>Exhibit accountability, professional integrity, and respect consistent with the organisation's Values, Code of Conduct and the Youth Work Code of Ethics.</li> <li>Participate in emergency management and response duties.</li> <li>Other duties as required.</li> </ul>
<b>Where and when you will be working</b>	<ul style="list-style-type: none"> <li>Work mostly from an office-based location within the organisation.</li> <li>Working hours are generally Monday – Friday during office hours.</li> <li>Regional and remote travel may be required.</li> </ul>
<b>The standards you need to meet (your key performance indicators (KPIs))</b>	<ul style="list-style-type: none"> <li>Staying on Agreements are negotiated in the mutual interests of young people and their carers, including referrals to relevant supports, that strengthen and promote the security of the arrangement until young people transition to independent, stable accommodation and exit the service.</li> <li>All records including case notes and Staying on Agreements are maintained in accordance with the organisation's policies and procedures. All case notes will be electronically recorded within five-days of the event occurring.</li> <li>Professional networks are maintained that support warm referrals for carers, in the program, to relevant support services.</li> <li>Ongoing collection of outcomes data and feedback from carers and families involved in Staying On agreements.</li> </ul>
<b>What we're looking for in the right person</b>	<p><b>Essential</b></p> <ul style="list-style-type: none"> <li>Demonstrated knowledge and understanding of Aboriginal culture and the ability to work with Aboriginal young people, families and communities.</li> <li>Ability to actively listen, engage, communicate, build trust and strong relationships with people of all age groups.</li> <li>A thorough understanding of the barriers and difficulties facing young people with experiences of Out-Of-Home-Care.</li> <li>An understanding of the Out-Of-Home-Care system and experience working with carers, their families and children/young people in care.</li> <li>Strong negotiation, mediation and conflict resolution skills.</li> <li>Strong written and verbal communication skills, including the ability to "read between the lines" and encourage open, direct and sometimes difficult conversations.</li> </ul>

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	<ul style="list-style-type: none"> <li>Organisational skills in order to prioritise tasks and manage time effectively.</li> <li>Up to date knowledge of resources in the community, family support and disability services field.</li> <li>Understanding of housing and accommodation systems.</li> <li>Demonstrated skills in safety management and dynamic risk assessment.</li> <li>Willingness to work across the local region: working in the carer's home, in local community centres and any other venue where a client(s) may require support.</li> <li>Ability to work in a team and to work collaboratively with others.</li> </ul> <p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>Good understanding of alcohol and other drug use and dependence, mental health issues and support services.</li> </ul> <p><b>QUALIFICATIONS AND LICENSES</b></p> <p><b>Essential</b></p> <ul style="list-style-type: none"> <li><b>Qualification/s:</b> Bachelor or Diploma qualification in a relevant field is preferred however unqualified applicants with demonstrated relevant experience and skills with young people with experience in Out-Of-Home-Care and/or family and community support services will be considered.</li> <li><b>Criminal Record Screening Appointment:</b> is subject to a satisfactory National Police Clearance.</li> <li><b>Appointment is subject to a satisfactory:</b> Working with Children Check (WVC) WA.</li> <li><b>Appointment is subject to a Satisfactory:</b> Department of Communities (DoC) Departmental Check (Departmental Record Check &amp; Criminal Record Check).</li> <li><b>Licence:</b> Current WA Drivers Licence and the ability to travel in response to organisational needs. This requirement will continue for the duration of employment in this position.</li> <li><b>First Aid:</b> A current First Aid Certificate.</li> </ul>
<b>Your work, health and safety responsibilities</b>	<p>Your responsibilities as an employee include:</p> <ul style="list-style-type: none"> <li>Taking reasonable care to ensure personal safety and health as well as the safety and health of other employees, clients, residents, visitors and contractors.</li> <li>Complying with, as far as practicable, all instructions given to ensure personal and other's safety and health.</li> <li>Proper use of any personal protective clothing or equipment supplied.</li> <li>Not misusing or damaging any equipment.</li> <li>Prompt reporting of any hazards or incidents/accidents to the Line Manager.</li> </ul>
<b>Ongoing training and development</b>	<ul style="list-style-type: none"> <li>Undertake an initial Individual Learning Needs Assessment (ILNA) and then ongoing annual ILNA's.</li> <li>Participate in regular individual reflective practice supervision.</li> </ul>

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	<ul style="list-style-type: none"><li>• Actively participate in group reflective practice supervision and program development activities organised through the Home Stretch WA Community Of Practice.</li><li>• Actively participate in the organisation's Performance Development Planning (PDP) process with Line Manager, using information obtained from the day-to-day role, supervision and previous training to identify areas of professional development and future training needs.</li><li>• Participate in identified essential training.</li><li>• Participate in Home Stretch WA Community Of Practice training and workshops as required.</li></ul>
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