



## North Australian Aboriginal Justice Agency

Freecall 1800 898 251 ABN 63 118 017 842 Email [mail@naaja.org.au](mailto:mail@naaja.org.au)

### Duty Statement

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**POSITION:** Family Support Worker – Full or Part time - 2 Positions (Identified Position) -  
**PRESERVE, REUNIFY AND REBUILD (PRR) PROGRAM**  
**LOCATION:** Northern Suburbs – Darwin

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#### POSITION OVERVIEW

The North Australian Aboriginal Justice Agency Ltd (NAAJA) aims to empower Aboriginal people and advance the interests and aspirations of the Aboriginal community through the provision of a comprehensive range of legal and support services throughout the Northern Territory. NAAJA Family Support focuses on supporting Aboriginal and Torres Strait people through the delivery of client-centred, strengths-based case management service provision.

In partnership with Territory Families, Housing and Communities, NAAJA Family Support are seeking a Northern Suburb-based Family Support Worker to support families with children and young people who have highly complex needs and are involved with/or are at risk of entering, the Youth Justice system.

The **Preserve, Reunify and Rebuild (PRR) Program** aims to deliver in-home practical supports that build parenting capacity, family functioning and life skills. This includes in-home culturally secure and trauma informed practical supports that build upon the existing strengths of families, family functioning and life skills.

A Family Support Worker will provide support and assistance to families to:

- help them keep their children safe, at home.
- reunify children in care with their birth family.
- provide practical support in the family home and in families' daily lives to help them build parenting skills and maintain a safe environment for children to grow up at home.
- Connect and refer families to the services they need and monitor their progress towards success.

This position requires a person with a proven ability to lead high quality individual case management as well as a familiarity with the court system, child protection and social/systemic issues faced by Aboriginal people. You will also have the ability to work effectively with a range of stakeholders and

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be able to develop professional and meaningful relationships with Aboriginal people and their families.

Qualifications in social work or a related discipline will be an advantage.

Aboriginal and Torres Strait Islander people are encouraged to apply.

### REPORTING RELATIONSHIPS

The Family Support Worker – Family Support Services shall report directly to the Family Support Coordinator, Preserve, Reunify And Rebuild (PRR) Program.

### DUTIES

1. Deliver in-home practical supports to families in the Greater Darwin Region which build parenting capacity, family functioning and life skills. This includes in-home culturally secure, and trauma informed practical supports that build upon the existing strengths of families, family functioning and life skills.
2. Ensure services are delivered in a child centred and family focused way and that family participation and decision-making is central to and informs case planning and support.
3. Focus on assisting families to identify their goals to build safe and nurturing family homes for their children. Support them in connecting with the right services to address concerns and support them to build greater confidence in their parenting.
4. Work closely with the Department of Territory Families, Housing and Communities (TFHC) with a focus on sharing information to keep children safe and working together to help children stay safe at home.
5. Network and connect with other providers across the local service system and foster sector. Actively refer families to specialist services, once referred continue to support progress towards agreed outcomes.
6. Use the Safe & Together model when working with families experiencing domestic violence and the Signs of Safety model when supporting families. Mandated information sharing and membership on Multi-Agency Community and Child Safety Frameworks (MACCSF) is required.
7. Ensure services are delivered in a child centred and family focused way and that family participation and decision-making is central to and informs case planning and support.
8. Any other duties as may reasonably be directed (falling within the scope and objective of this position description).

### SELECTION CRITERIA

#### Essential:

1. Knowledge and understanding of the issues which affect Aboriginal people involved with the Child Protection System.
2. Extensive experience in the provision of case management support to Aboriginal families.
3. Demonstrated practical experience in managing a caseload of clients with challenging behaviours and/or complex issues.

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4. Knowledge and understanding of the developmental needs of young people, particularly the effects that peer pressure, alcohol and other drug use and experiences of trauma have on young Aboriginal people.
5. Demonstrated ability to communicate effectively, sensitively and in a culturally appropriate manner with Aboriginal young people and adults, their families, community members and other relevant people.
6. Demonstrated ability to maintain client confidentiality and an awareness of the issues relating to privacy within the Aboriginal community and the work environment. An awareness of mandatory reporting obligations in relation to domestic and family violence and childhood harm and neglect.
7. Demonstrated skills and abilities in the preparation of clear, concise written communication, including the ability to analyse and extract relevant information for the purpose of preparing formal reports, assessments, and other relevant documentation.
8. Knowledge of, or the ability to rapidly acquire knowledge of the child protection system, the Aboriginal and Torres Strait Islander child placement principal, Territory Families services and other relevant legislation.
9. Ability to work as an effective member of a team in a community organisation, maintain a team culture that is collaborative, positive, and supportive; and model conduct that is consistent with NAAJA values.
10. Satisfactory criminal history check and no history of disqualification from employment by a legal practice.

### Desirable:

1. Degree in social work, behavioural sciences or experience working with Aboriginal and Torres Strait Islander children and their families.

### Additional Factors:

1. Possession of a current driver's licence is essential.
2. Successful applicants will be expected to have or be able to, within a short period, develop skills in operating a computer system particularly word processing using Microsoft Word.
3. A current Ochre Card or the ability to gain.

Please note: **This is an Aboriginal and Torres Strait Islander identified position.**

Applicants for this position must address the selection criteria in their written application. Please submit to [recruitment@naaja.org.au](mailto:recruitment@naaja.org.au) and CC [Natalie.hunter@naaja.org.au](mailto:Natalie.hunter@naaja.org.au)

**Applications close 19 August 2024**

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### Basic Employment Conditions

#### Position: FAMILY SUPPORT WORKER – PRESERVE, REUNIFY AND REBUILD (PRR) PROGRAM

- 1) **Probationary Period:**  
6 months
- 2) **Place of Employment:**  
Northern Suburbs – Darwin
- 3) **Hours of Work:**  
Part Time or Full Time (37.5 hours per week), working hours between 8:00am - 4:30pm  
Monday to Friday
- 4) **Salary/Wages:**  
PSO 4.1 - \$81,912 per annum (pro rata)  
As a Public Benevolent Institution (PBI) NAAJA is currently able to offer salary sacrificing benefits in line with current legislation (Conditions Apply)
- 5) **Allowances:**  
Annual Airfare Entitlement payable per annum after 12 months qualifying service  
\$1,150
- 6) **Superannuation:**  
As per the Commonwealth Superannuation Guarantee [Administration] Act 1992.
- 7) **Annual Leave:**  
6 weeks per annum. Leave loading of 17.5% will be payable on annual leave (pro rata)
- 8) **Long Service Leave:**  
As per the NT Long Service Leave Act with the exception that service with other Legal Aid services and agreed Aboriginal organisations is recognised as relevant service for the purpose of accessing Long Service Leave on a pro-rata non-financial basis.
- 9) **Personal / Carer's Leave:**  
15 days per annum.
- 10) **Other:**
  - Where a Legal Practising Certificate is required, evidence of a current Australian Legal Practising Certificate or eligibility to obtain one
  - Satisfactory Working With Children Clearance Check on commencement
  - Where a driver's licence is required. Evidence of a current NT "C" Class driver's licence or equivalent

#### **Disqualification and conviction of serious offences**

Under the Legal Profession Act, NAAJA is not able to employ a person who has been convicted of a serious offence or disqualified from legal practice without permission from the Law Society. You must inform NAAJA if you are a disqualified person or have been convicted of a serious offence and it is an offence under the Legal Profession Act if you fail to do so.

For employees who do not hold a practising certificate, you will be required to undergo a police record check before commencing your employment.

It is an ongoing condition of your employment that you notify NAAJA immediately if you are subject to proceedings for disqualification from legal practice or charged with a serious criminal offence.

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