



LARRAKIA NATION

ABORIGINAL CORPORATION

ICN 3170

CASEWORKER

ABOUT THE CORPORATION

Larrakia Nation Aboriginal Corporation (LNAC) is the peak advocacy and support agency for the Larrakia people, the traditional landowners of the Greater Darwin area. Initially established in 1998 to represent the Native Title interests of the Larrakia people, the LNAC has since evolved into a vital service delivery organisation focussed on addressing the social, cultural and economic aspirations of the Larrakia people by initiating and administering programs, projects and services for the broader Aboriginal community.

LNAC is a not-for-profit organisation, receiving the majority of its operating expenses from funding from the NTG & Commonwealth Government.

POSITION DETAILS

JOB TITLE: CASEWORKER

PROGRAM: TSP PROGRAM

LOCATION: 76 DICKWARD DRIVE,
COCONUT GROVE

POSITION: *FULL TIME CONTRACT
MON - FRI*

REPORT TO: TEAM LEADER

MORE INFO: HR Department
T: 08 8948 3733
E: hr.officer2@larrakia.com

PROGRAM DETAILS

The **Tenancy Support Program (TSP)** assists the residents of Darwin and Palmerston's Urban areas and Indigenous Communities to achieve successful tenancies and better integrate with the broader community.

Case management / support is delivered with a whole-of-family approach to clients who are either self-referrals or referred by Territory Housing or Yilli Housing.

KEY RESPONSIBILITIES

OBJECTIVE: As a member of a team, provide and assist in culturally appropriate support to Indigenous families residing in the Darwin and Palmerston Urban areas and Town Communities to ensure they achieve successful tenancies.

- Is responsible for Case Management and Support. As caseworker responsible for case planning and support including: assessment, coordination, monitoring and implementation of plans in a timely manner;
- Ensures appropriate clients records are recorded in a timely manner;
- Develops and maintains effective relationships with LNAC and other relevant stakeholders in the interest of the client and the program;
- Be punctual, reliable and maintain a neat and tidy appearance;
- Support training programs to families under the TSP program;
- Takes part in the assessment phase under the supervision of the Team Leader
- If required, provides referrals to a range of relevant support services
- Responsible for TSP equipment including lawn mower, Whipper Snipper and Trailer i.e. monitoring their use to TSP Client groups.

KEY RESPONSIBILITIES

continued...

- Assists in the development and implementation of procedures;
- Ensure client confidentiality and legally accountable practices at all times;
- Other position related duties as agreed in performance agreement, with your supervisor;
- Maintain respect for Larrakia people and traditional country;

SELECTION CRITERIA

Applicants **MUST** possess the following:

SC1	Knowledge of family services, especially those that have a focus on Indigenous families at risk within a home visiting / case management framework and ability to work collaboratively with other service providers
SC2	Understanding of tenancy management in a social housing environment, particularly the history and contemporary circumstances of urban Indigenous community dwellers
SC3	Experience in working with Indigenous people and communities, including ability to develop rapport with clients and share knowledge and skills in a culturally appropriate manner
SC4	Ability to work collaboratively in a small team, exercise initiative, apply good time management and organisational skills
SC5	Understanding of cultural protocols, together with a willingness to work respectfully in accordance with Larrakia and other Indigenous culture
SC6	Good computer, literacy and numeracy skills, including ability to write regular reports. Willing to undergo relevant training to upgrade computer skills.
SC7	NT Drivers Licence (C Class)

It would be considered an **advantage** if applicants also possess:

1	Identify as Indigenous
2	Certificate III in Community Services

Note: All applicants and/or employees are required to provide at least **two** current, verifiable referees and will be required to undertake a Police Clearance & Working with Children Check.

EMPLOYEE ENDORSEMENT: (Sign below & initial each page ONLY if offered employment)

I, _____ [PRINT FULL NAME] understand and accept that I will be required to perform the duties and tasks contained in this Position Description and such other duties and tasks that LNAC may assign to me, regarding my skills, training and experience.

Sign: _____ Date: ____ / ____ / ____