



Our Vision	All children have the best start in life
Our Role	Partnering with families and communities to enable children to thrive
Our Values	<p>Listen, understand and learn</p> <p>Embrace cultures, communities and families</p> <p>Celebrate unique strengths and experiences</p> <p>Inspire each other to grow and thrive</p> <p>Nurture kindness and the joy of play</p> <p>Strive to deliver the best outcomes and care</p>

1. Introduction

QEC is proud to be Victoria’s largest provider of residential and community-based early parenting services.

Formed in 1917, QEC is also a public hospital and community service organisation. We are passionate about supporting families to grow, parents to blossom and children to thrive.

QEC delivers a variety of services and support programs to families with young children (aged from newborn to 4 years of age) in partnership with government and not for profit partners.

QEC promotes the safety, wellbeing and inclusion of all children. Many families experience various challenges that, from time to time, may impact on their ability to nurture and support the growth and development of their young children. QEC offers a community of support to families if and when we are needed.

QEC programs are research-informed and tailored to meet the unique needs of each family. Our work equips families to best nurture, protect and enhance their children’s safety, health and development.

QEC’s multidisciplinary team of experienced professionals are committed to partnering with families to achieve the best outcomes for children. Our team includes Maternal and Child Health, Paediatric, Mental Health and General Nurses, a Medical Practitioner, Midwives, Psychologists, Social Workers, and Early Parenting Practitioners.

With service locations based at Noble Park, Mentone, Wodonga, Preston, Dandenong, Carrum Downs, Morwell and Bairnsdale, QEC are committed to providing services that are accessible to families across Victoria.

We acknowledge all Aboriginal and Torres Strait Islander peoples as the traditional owners of the lands on which we walk, live and raise our children. We pay our respects to traditional owners past, present and future and acknowledge the importance of children being raised with connections to culture, community and family.



2. Position Profile

The Victorian Family Preservation and Reunification Response (FPRR) has been funded by the Department of Families, Fairness and Housing and is an evidenced based response service working collaboratively with children and families. Its aim is to provide a rapid, intensive, and sustained intervention targeted at preventing children entering or re-entering the care system.

In partnership with Ramahyuck Wanjana Lidj, QEC is delivering the Community Connector program to Aboriginal families receiving a FPRR program. The QEC Community Connector supports the delivery of the Family Preservation and Reunification (FPRR) program by enhancing the service model through proactively linking Aboriginal families into their local network of universal, community and informal supports while they are engaged in, and before they exit the FPRR Response Program.

The QEC Community Connector will work in a multi-disciplinary team alongside FPRR Practitioners to support families with children aged (0-5yrs) to identify and create opportunities to promote and maintain cultural and community connections for Aboriginal Children and their families.

The Community Connector will develop a strong knowledge of the services available across Inner Gippsland and work to establish strong referral pathways.

Bringing an Early Childhood focus, The QEC Community Connector will additionally support Ramahyuck Wanjana Lidj Practitioners to enhance practitioner knowledge and skills in assessing, planning, and responding to Early Childhood Developmental needs through education including secondary consultations, and targeted professional education.



Position Details

Location	Morwell Gippsland
Hours	0.4FTE / 15.2hr per week (fixed term contract 30/6/24)
Agreement	AHP1 Grade 2 Enrolled Nurse Level 2
Classification	Nurses and Midwives (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2020-2024 Allied Health Professionals (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement 2021-2026
Reports to	FPRR Program Coordinator/Community Area Manager
Supervises	N/A
Internal Liaisons	QEC Employees Wanjana Lidj Employees
External Liaisons	Department Families Fairness & Housing (DFFH) Department of Health Maternal and Child Health Services (MCHN) Community Agencies Other stakeholders FPRR care team (region wide)

3. QEC Programs

QEC provide a variety of programs to families across Victoria, from our Residential and Community Sites.

Parenting Assessment and Skill Development Service (PASDS) residential

PASDS is provided to families with children aged under 4 years at high risk of harm, who are referred by the DFFH Child Protection service. The program is operated in accordance with specific protocols that provide a framework for assessment of parenting capacity, and planned interventions to support and develop parenting skills. A residential program (based at the Noble Park Site) will run for 10 days.



PASDS home based

A community-based program run in the home and is based on hours of service deliver that a family requires to meet their circumstances, as per paragraph above.

Location of Community Based PASDS Services:

- Southern Region program (operates from QEC Carrum Downs site)
- North and West Region program (operates QEC from Preston site)
- Gippsland Region program (operates from QEC Morwell and Bairnsdale sites)
- Hume Region program (operates from QEC Wodonga site)

Residential Program

The Residential Program offers an intensive style of support and care for families who are experiencing a range of difficulties with their young children aged from birth until prior to turning 4 years of age. The residential stay can be 2 night/ 4 nights or 4-night telehealth. Families are provided with practical support, education and advice whilst staying at QEC.

Individual Child and Family Support Programs

The Individual Family and Child Support Programs provide families with home-based parenting support for fixed periods: 10 hours, 40 hours or 110 hours.

Location of Individual Family and Child Support Programs:

- Gippsland Region program (operates from QEC Morwell)
- Hume Region program (operates from QEC Wodonga site)

Parenting Plus

Parenting Plus is a flexible home-based program, providing parenting support and coaching to families with children aged under 4 years. The program delivers early intervention to families experiencing sleep and settling difficulties and those with significant parenting challenges.

Location of Parenting Plus Services:

- Southern Region program (operates from QEC Carrum Downs site)

Day Stay, Play Steps, Assessment and Intake

The Day Stay program offers families with young children aged from birth until prior to turning 4 years of age, support and education to deal with sleep and settling issues. Offered as full day admission

The Play Steps program is an evidence-based program facilitated in a group setting. Focussing on parent child relationship. Play steps is run for in 8-week cycles.



Specialised Interventions - Stronger Families

Specialised Interventions - Stronger Families is an intensive home visiting program targeting families with children under 4 years of age families referred to this program are enrolled in a family preservation and unification response program with QEC or a partner agency.

Location of Specialist Interventions - Stronger Families:

- Southern Region program (operates from QEC Carrum Downs site)
- North and West Region program (operates QEC from Preston site)
- Gippsland Region program (operates from QEC Morwell and Bairnsdale sits)

Family Preservation and Reunification Response (FPRR)

FPRR is an intensive 240-hour home visiting program targeting families with children involved with the Child Protection system, from birth to 5 years of age (including children subject to an unborn report).

The FPRR model is an integrated and evidence-informed approach supporting children and families in partnership with Child Protection to: Keep children safely at home, prevent children and young people entering care services and support children and young people currently in care to safely reunify with their family.

4. Key Accountabilities

- Work collaboratively with FPRR providers in the region to assist families to develop links and interests in the community, promoting employment, education, and social participation, in line with the families' prosocial goals.
- Utilise evidence-informed tools to formulate strengths and needs assessments, safety plans, and community connection plans, approaching support from a strengths-based, attachment focused lens.
- Promote and maintain cultural and community connections for Aboriginal Children and their families.
- Building and maintaining strong relationships within local community and leverage existing local partnerships, with government organisations, businesses, community services, sporting clubs, and education providers.
- Strong knowledge of the community resources available and ability to assess and link families based on support needs, service accessibility and sustainability.
- Integrate cultural sensitivity and respect in all interactions and demonstrate awareness of Aboriginal societies and cultures and maintain commitment to continually build cultural awareness of the barriers which impact Aboriginal communities.



- Provide secondary consultation support Wanjana Lidj Family Services Practitioners to increase their knowledge and confidence in parent/child relationships, early childhood development, impacts of trauma, evidence-based interventions, and practice to improve outcomes for children.

5. Key Selection

Essential Criteria

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| <ul style="list-style-type: none"> • A relevant tertiary qualification in Early childhood development, community Services, Infant Mental Health, Enrolled Nurse or equivalent qualification in a human services discipline, at diploma level or higher. • Demonstrated experience in working and engaging with Aboriginal families and children. • Sound understanding of the issues facing vulnerable families, which may influence their ability to maintain the safety and wellbeing of their children. • An understanding of child development and the factors that can impede a child's healthy development. • Experience in supporting families to access relevant services to address underlying vulnerabilities and risk factors, particularly for those who are reluctant to accept services. | <ul style="list-style-type: none"> • AHPRA Registration as relevant • Current Working with Children Check • Consent to undertake National Police Record Check • Current Australian Work Rights • Evidence of up-to-date immunisation schedule • Current COVID-19 Vaccination • Current Victorian Driver's License • Excellent written and verbal communication skills, and able to adapt style to a range of audiences. • High level organisational and prioritising skills. High level attention to detail |
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Personal Attributes **Refer to VPSC Capability Framework**

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| <ul style="list-style-type: none"> • Integrity - Operates in a manner that is consistent with the organisation's code of conduct. Builds trust through consistent actions, values and communication. Treats all sensitive information with utmost confidentiality. • Relationship Building and Collaboration - Establishes and | <ul style="list-style-type: none"> • Empathy and Cultural Awareness - Communicates well with, relates to and sees issues from the perspective of people from a diverse range of culture and backgrounds. Respect and value the traditional owners. • Customer Service - Consistent polite, friendly, professional presentation. |
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maintains positive work relationships, promotes consensus through diplomatic handling of agreements, forges useful partnerships with people, builds trust through consistent actions, values and communication.

- **Organisational and Time Management Skills** - Reliable and punctual. Manages own work time effectively and prioritises work tasks, seeking advice when needed.

Treats others with dignity and respect at all times. Takes responsibility for own workload and promptly escalates any concerns or issues.

- **Conceptual and Analytical Ability** - Uses analytical and conceptual skills to reason through problems.



6. Other Information

- At QEC, we are committed to providing a safe and supportive environment for children and we adhere to the Child Safe Standards
- The Victorian Public Sector Code of Conduct and all QEC policies and procedures apply to our employment at QEC
- It is important to us that all people (employees, client families, visitors and all others) feel a sense of belonging, safety and acceptance at QEC. We welcome and embrace the valued diversity we all bring to our organisation, and do not tolerate any form of discrimination, violence, bullying or harassment at QEC.
- QEC are committed to the safety and wellbeing of client families and employees. We are a smoke free workplace and require health care worker immunisation - important to keeping us all healthy and safe.
- A pre-employment medical assessment may be required upon request
- QEC closes for the period over Christmas/New Year to provide our teams with a well-earned break. It is a requirement that all relevant employees take annual leave during this period

Employee Position Declaration

I have read and understand the requirements and expectations of this Position Description.

I understand that the information and statements in this Position Description are intended to reflect a general overview of the responsibilities and are not to be interpreted as being all-inclusive.

Employee Signature: _____

Print Name: _____ Date: _____

Manager Signature: _____

Print Name _____ Date: _____