

Position Description



**Alannah & Madeline
Foundation**

Keeping children safe from violence

Position title:	Early Childhood Trauma Consultant
Department:	Programs, Early Childhood Trauma Consultancy Service (TraCS)
Reports to:	Head of Care
Job type:	Full time- ongoing
Date:	February 2019

ABOUT THE FOUNDATION

The Alannah & Madeline Foundation was set up in memory of Alannah and Madeline Mikac, aged six and three, who were tragically killed with their mother and 32 others at Port Arthur, Tasmania, on 28 April 1996. In memory of his daughters, Walter Mikac and a small group of volunteers set up the Foundation with the belief that all children should have a safe and happy childhood without being subjected to violence. The then Prime Minister launched the Foundation on 30 April 1997. The Foundation:

- identifies issues that adversely affect the wellbeing of children; we work to help them recover, and protect them from bullying and violence.
- works across the spectrum of prevention and care to deliver state-of-the-art, evidence-based programs and products.
- works with the best minds to identify and reduce significant threats to children's safety through innovation and partnerships.
- speaks out on the need for systemic change to build a supportive and safe society.

The Foundation is committed to Child Safety. Our Child Safe Policy outlines our safe practices for children. Our values are Caring, Friendliness, Respect, Responsibility, Valuing Difference and Including Others.

POSITION IN CONTEXT

Reporting to the Head of Care, the Early Years Trauma Consultant (TraCS consultant) will work closely with educators and other early childhood staff working with children aged 3-5 years in kindergartens and early childhood services. The role is based in the city of Brimbank with travel regularly required to early childhood centres across the cities of Brimbank and Melton and to the AMF Head Office in South Melbourne.

In an Australian first, \$55.3 million in school readiness funding will be progressively rolled out across Victoria from 2019, amounting to a 10 per cent boost to total kindergarten funding by 2021. School readiness funding will help more children to start school developmentally on track. The funding will enable individual kindergartens to purchase specialist supports from a menu of services approved by the Department of Education. Included on this menu, kindergartens will be able to procure the services of TraCS to build their capacity to work with traumatized and vulnerable children, strengthening the impact of their existing programs.

Position Description cont.



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FREEDOM TO ACT

- The TraCS consultant works according to the policies and procedures of the Alannah & Madeline Foundation.

MAJOR JOB RESPONSIBILITIES

- Support educators and other early childhood staff to understand and work with children whose lives have been affected by trauma.
- Support educators and other early childhood staff to provide safe and supportive learning environments for traumatised children which enhances their social and emotional readiness for school.
- Provide clinical support and advice to educators to promote the relationship between teacher and child
- Support strategies within the kindergarten which create connection and defuse conflict.
- Develop plans which support children in the development of pro-social skills including emotional and social regulation
- Support educators to understand the impact of their own emotional regulation as vital to providing a safe and supportive learning environment.
- Provide opportunities for reflective practice and debriefing of early childhood staff where needed.
- Foster collaborative relationships with key stakeholders, including kindergartens, schools, family services, allied health professionals, local government, the Department of Education, & Department of Health & Human Services.
- Maintain accurate and up to date client management and statistical records.
- Participate in regular supervision and team meetings.
- Ensure skills and knowledge of research and clinical practice relating to children and violence, resilience and recovery are at cutting edge.
- Ensure up to date and accurate knowledge of relevant services available to AMF clients.
- Proactively contribute to program development.
- Adherence to relevant Program Policies and Procedures, as well as with legislation relevant to working with children and families.
- Other tasks as directed by the Head of Care, CEO and Senior Leadership team.

KNOWLEDGE, EXPERIENCE AND REQUIREMENTS

- An appropriate tertiary qualification in social welfare such as Social Work or Psychology, with eligibility for membership of professional organisation (i.e. AASW or APS) or other qualifications suitable for practice in the child and family welfare field.
- At least five years' experience in providing high quality, complex case management to children, youth and families in the context of violence or abuse and trauma
- Proven ability to work autonomously, use initiative and take responsibility appropriately.
- Demonstrated knowledge of the best practice models and theories relating to children, families, trauma and violence or abuse.
- Demonstrated experience in translating relevant and emerging knowledge and theory into practice.
- Demonstrated ability to work in collaboration with other disciplines to support positive client outcomes
- Capacity to work independently at an offsite location, but maintain important Foundation relationships
- Excellent organisational skills (time management, thoroughness, efficiency) and verbal/written communication skills.

Position Description *cont.*



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- Proven ability in networking, service promotion and fostering collaborative relationships with relevant agencies.
- Hold a current drivers' licence and willingness and ability to use own vehicle (appropriate reimbursement of expenses provided).
- Working With Children Check and Police Check.