

Volunteer:

CatholicCare Family Programs

Based at 35 Tower Road, New Town, Tasmania
Version: July 2019

Our Vision: A distinctive culture of care for a thriving community

We pursue our vision by

- Empowering individuals and upholding their dignity
- Enabling family life as the foundation of a healthy society
- Encouraging hope-filled inclusive communities

Our Mission: Service the vulnerable and disadvantaged regardless of circumstance and background

Our mission is grounded in

- A 2000-year commitment of the Catholic Church inspired by the love of God and the example of Christ
- Service physical, emotional, and spiritual needs of people through compassion, mercy and love
- Proactive and professional engagement with stakeholders on evidence-based initiatives

About the CatholicCare Family Programs

The CatholicCare Family Programs work with children and their families who are engaged with Child Safety Services. The CatholicCare Family Programs aim to support sustainable and safe environments for children within their family home, resulting in family preservation or family reunification.

The CatholicCare Family Programs provide a range of integrated supports. We are an Outreach service, meaning we can meet the family at their home or any other place they feel comfortable. The CatholicCare Family Program is divided in three different areas:

- Family Preservation; the goal is to increase the safety of children in the home to keep families together if possible. We support families to address the risk issues identified by Child Safety Services.
- Family Reunification; we work with families to support safe and sustainable family reunification. The children are on Care and Protection Orders and Child Safety Services have decided that returning the child/children to their biological family is the best case direction.
- Parenting Education Group Work; we offer a range of evidence based group work programs from our office in New Town, to provide information to parents and help them build their parenting skills. These programs are free and for any parent engaged with Child Safety Services or Family Support Services. We can also offer one to one parenting programs for parents who might find it difficult to attend the group.

Aims of the Volunteer Role

- To assist the CatholicCare Family Programs team to deliver professional support, with the aim of increasing safety for children in their family home.

Responsibilities & Tasks

- Support for our case workers when they visit families at the home and help facilitate activities for the children and their parents
- Transport provision for parents to support them to attend appointments with service providers
- Administrative requirements such as support with forms and entering data
- Support with the groups that are offered through the CatholicCare Family Programs
- Support when the program organises community activities, for example during National Child Protection Week or Children Week.

Skills and Experience

- Ability to multitask
- Able to work independently
- Experienced and comfortable with working with children/families
- Strong people, communication and listening skills
- Ability to keep all information concerning children and families confidential
- Be able to work under direction of the CatholicCare Family Programs leadership team.
- Ability to work in a busy and sometimes noisy environment

Qualities

- Empathetic, caring, flexible, patient and non-judgmental
- Enthusiastic, confident and friendly
- Willingness to work under supervision and direction
- Tactful, sensitive and a sense of fun
- Have a positive attitude
- Punctual and reliable
- Have regard for the principles of inclusion and respect

Benefits of Volunteering with CatholicCare

- *Gain confidence.* Volunteering can help you gain confidence by giving you the chance to try something new and build a real sense of achievement.
- *Make a difference.* Volunteering can have a real and valuable positive affect on people, communities and society in general.
- *Meet people.* Volunteering can help you meet different kinds of people and make new friends.
- *Be part of a community.* Volunteering can help you feel part of something outside your friends and family.
- *Learn new skills.* Volunteering can help you learn new skills, gain experience and sometimes even qualifications.
- *Take on a challenge.* Through volunteering you can challenge yourself to try something different, achieve personal goals, practice using your skills and discover hidden talents.
- *Have fun!* Most volunteers have a great time, regardless of why they do it.

CatholicCare Tasmania is a Child Safe Organisation

CatholicCare Tasmania is accredited by the Australian Childhood Foundation as a Safeguarding Children organisation. CatholicCare is committed to safeguarding children and young persons in all programs, activities and recruitment.

In its delivery of services to vulnerable persons, CatholicCare Tasmania requires the highest level of ethical and moral practice. This needs to be exemplary in the delivery of services to children, who constitute arguably, the most vulnerable group of all. Developing an organisational culture of respect and integrity will generate improvements in CatholicCare workers' (employee and volunteer) ability to safeguard children in their care.

CatholicCare has an absolute commitment to the protection of children and young persons from all forms of abuse and neglect. CatholicCare expects all workers, regardless of their organisational role or responsibility, to act to safeguard children from such harm by:

- Adopting the practices in the Behaviour Guidelines that are the standard when carrying out their duties.
- Reporting any instances of abuse or neglect of which they become aware to management and/or external authorities responsible for child protection or to the police, regardless of whether that abuse is being perpetrated by workers/personnel within the CatholicCare organisation, or by persons external to the organisation including those from the child's family, extended family, family networks or strangers.

Adherence to CatholicCare Tasmania's Safeguarding Children Principles and Children's Policy are mandatory for each worker and are issued to each worker at commencement.

All workers must be committed to upholding the guidelines and policy to ensure that unsafe practices in these areas are minimised if not eliminated.

Failure to observe and uphold these guidelines and policy will be viewed as misconduct, and appropriate disciplinary action will be taken. Such disciplinary action may, depending on the seriousness of the misconduct, include suspension and/or dismissal or withdrawal of volunteering agreements. In addition to any internal disciplinary proceedings, any instances in which a breach of the law has or may have occurred, will be reported to the police.

Essential Requirements	
Qualification requirements	Not applicable
National Police Criminal History Check	Satisfactory police check, to be completed on a 3 yearly basis from commencement. Crimes involving violence, aggression, drugs, fraud, dishonesty, and excessive motor vehicle related offences would be cause for discontinuance of volunteering.
Working with Vulnerable People registration	Must maintain current and valid Working with Vulnerable People registration; and must carry evidence of this at all times.
Drivers Licence	Maintaining a current drivers licence is desirable for this role