

Grandparents Raising Grandchildren Project Worker

This part-time role is varied and has a wide scope of responsibilities and opportunities to develop and grow the program. The main duties of the position are to coordinate and facilitate the regular delivery of community building activities within the GRG project. This position may also facilitate peer support group work as identified. Flexible working hours/days negotiated to right applicant. The GRG project provides services to grandparents who have the full time care and responsibility of their grandchildren.

ESSENTIAL SELECTION CRITERIA

1. Post-secondary qualification in a relevant discipline such as social science, human services, social work or community welfare with demonstrated experience working with vulnerable families.
2. Demonstrated experience working in child-centred, family focused and strength based framework.
3. Highly effective verbal and written communication skills with a sound knowledge of Microsoft Office applications.
4. Demonstrated ability to manage a number of key relationships and to work in collaboration with stakeholders both internally and externally.
5. Demonstrated experience in data collection, reporting, record keeping, and using data collection to inform work.
6. High level of interpersonal skills with a demonstrated ability to communicate and engage children, young people and their families who may come from diverse backgrounds with an array of complex social and family issues.
7. An ability to work independently and prioritise competing work tasks.
8. Demonstrated responsibility for managing project work plans and account for reaching milestones in a timely manner.
9. A current driver's licence and access to a comprehensively insured motor vehicle for work use.
- 10.** Demonstrated awareness and understanding of the roles and responsibilities of organisations involved in child wellbeing and child protection

DESIRABLE

Awareness of the human services sector across the Central Coast region