

Position Title	Project Manager, ACCO Early Intervention Project
Hours Per Week	30.4 hours per week
Classification Level	Level 8.1 - \$60.70 per hour (\$94,692 per annum for 30.4 Hours per week) Plus 9.5% Superannuation Plus Leave Loading on 4 weeks leave per year Plus Mobile Phone Allowance
Reporting line and roles under direct responsibility	Executive Officer - Noongar Family Safety Wellbeing Council And Monthly written reports to the ACCO Early Intervention Project Management Team

ORGANISATIONAL, GOVERNANCE and PROJECT CONTEXT:

The Noongar Family Safety and Wellbeing Council and Western Australian Council of Social Service (Project Partners) supported by Lotterywest are undertaking a three and a half year project to work with Aboriginal Community Controlled Organisations (ACCOs) to evaluate the effectiveness of prevention and early intervention services in reducing the numbers of Aboriginal children in the WA child protection system.

The **Noongar Family Safety and Wellbeing Council** was formalised in April 2017 and Incorporated in 2019. The vision of the NFSWC is to stand up for Aboriginal children and to ensure their rights on Noongar country are protected and that children and families are connected to community, culture and country.

As a peak body, NFSWC has a strategic function, maintaining a helicopter view of the sector, remaining abreast of trends in legislation, policy and programs, representing approaches from Aboriginal peaks (intrastate and SNAICC) and key academic centres of research excellence, to provide a strong voice for children and families on Noongar country. The NFSWC is committed to working in partnership and seeks to engage, contribute to, and influence reform approaches, processes and practices in child protection that affect Aboriginal families.

The **Western Australian Council of Social Service** (WACOSS) is a peak body for the not-for-profit community sector in Western Australia. WACOSS provides independent and informed policy advice, and plays a key coordination and leadership role for the sector. We work on behalf of disadvantaged people and communities towards achieving social justice in WA. Policy, advocacy and sector support is central to WACOSS' role and is a critical mechanism the organisation uses to shape and impact decision making, public debate and outcomes in the interests of vulnerable people in WA.

The **ACCO Early Intervention Project** is a three-year Lotterywest funded project which seeks to partner with ACCOs to bring together ACCOs involved in children and family services across WA to co-design a participatory action research project to evaluate early intervention family support services. This work and the attendant evidence compiled will then be used to demonstrate to Government the merit of ACCOs delivering and having

ownership of services for Aboriginal Children in Care, in order to convince them to align their policy with, and invest in, such early intervention projects and services. Throughout the project, there is the attendant aim to ensure that research activities undertaken and relationships built serve to strengthen the trust in / recognition of the Noongar Family Safety and Wellbeing Council amongst the wider community and sector.

Governance

The Management Team (MT) is responsible for oversight of the project's budget, timeline, and progressing the project's work according to both of these, and in line with the project's Cultural Guidance Framework.

The MT will:

- Provide progress reports to the Project Partners and their governing Boards on risk mitigation and management of project measures and milestones;
- Conduct and demonstrate Aboriginal research excellence and international best practice, in line with the strategic advice;
- Contribute their own expertise on the research themes and international best practice, and support the Project Manager in the undertaking of the research itself;
- Manage the research activities across regions through effective and timely co-design and co-led processes with ACCOs.

KEY PURPOSE:

The Project Manager will have oversight and will be responsible for the coordination of the two-year project working with Aboriginal Community Controlled Services (ACCOs) to evaluate the effectiveness of prevention and early intervention services in reducing the numbers of Aboriginal children in the WA child protection system. This will encompass project oversight, stakeholder engagement and networking, and research and analysis.

Project evaluation reporting will increase learning about which early intervention initiatives work best with disengaged and marginalised Aboriginal families; this learning will be able to make a contribution to the existing research literature in this area.

It is hoped that the project will provide the evidence, collaboration and impetus to be the foundation from which an early intervention program can be developed and sustained in the longer term, significantly improving the outcomes and reducing the rising costs of our child protection system in the years to come.

The project will act as a pilot to demonstrate that early intervention approaches are able to reduce the number of children going into care, bringing together current and emerging services to share their knowledge and expertise together with best practice from other jurisdictions. In doing so it will build their knowledge and capacity to be able to carry out more preventative work with families within their communities.

Finally, the project will have a strong focus on consolidating existing partnerships, as well as acting as a broker for many new relationships.

The project has two key aims:

1. To bring together ACCOs involved in children and family services across WA to co-design a participatory action research project to evaluate early intervention family support services.

We want to answer the questions about how and when to most effectively engage with at risk families to deliver better outcomes. This includes referral and engagement strategies, as well as family support models.

2. To demonstrate the effectiveness of early intervention strategies in reducing poor life outcomes for children and families and the associated long-term costs to the service system.

We want to be able to provide convincing evidence of the economic and social benefits of early intervention by ACCOs to convince governments to invest in more effective community-based services and supports.

It is imperative that this project is inclusive and culturally secure. It is also critical that the research and evaluation is meeting the needs of ACCO services to share and better understand effective practice, and that the results of our work is understood, interpreted, owned and applied by them.

The first stage of the project has been completed.

The first critical stage of the project has identifying and liaising with ACCO services across WA to map current services and supports.

Second Stage

The project will then bring together key stakeholders for the co-design phase of the project. At the same time, it will involve undertaking a desktop study of research and analysis in this field, looking at models and practices in other jurisdictions (next step) and then (following step) providing advice about evaluation methodologies and strategies for measuring the benefits of intervening early (and the costs of not doing so).

KEY RESPONSIBILITIES:	
Project Management	<ul style="list-style-type: none"> • Facilitate ACCO Early Intervention Project planning and reporting • Form and convene ACCO Early Intervention Project Working Group • Assist with the logistics of the Project research, as needed, including <ul style="list-style-type: none"> ➢ Engagement with ACCOs and ethnographic data collection ➢ Population level data collection ➢ also Cost benefit analysis ➢ Sharing emerging findings • Establish and maintain mechanisms for Project partner and group communication, and sharing of information and other resources • Continue to network and build positive relationships with relevant Project stakeholders and other decision makers, brokering strategic alliances as needed, ensuring inclusivity and cultural security is implemented as a guiding principle of the work • Remain abreast of research methodologies and research findings, and the intersection of these with current policy settings and systems • Ensure research and evaluation meets the needs of ACCO services, and that the results of the work are understood, interpreted, owned, and applied by them • Coordinate Project communications and events, as directed • Other contract, financial and administrative management duties as required
Social policy and advocacy	<ul style="list-style-type: none"> • Use the emerging findings of the research, develop strategies to influence policy and practice as per the directions of, and in collaboration with, the Project partners • Support implementation of emergent policies and practices, including the community service sector's research capacity • Present and represent the Project in forums and sector networks as directed • Ensure that place based ACCO service delivery remain central to informing social policy and advocacy
NFSWC	<ul style="list-style-type: none"> • Participate in team meetings, the development of strategic and operational plans and other internal processes as required • Take reasonable care for own safety and health at work and avoid harming the safety and health of other people through any act or omission at work • Demonstrate commitment to NFSWC Mission, Vision and Values
Other duties	<ul style="list-style-type: none"> • Other tasks as appropriate, relevant and directed

Selection Criteria

Experience and knowledge

- Demonstrated ability to promote the rights of Aboriginal children and families.
- Tertiary level research experience and/or tertiary qualifications in a relevant human services, social science or similar field or equivalent knowledge and experience
- Experienced in project management, service networking and leadership
- Knowledge of a co-design approach to research and practice, and related methodological strategies
- Demonstrated understanding of culture, and of the issues facing Aboriginal people, the sector and communities, particularly in relation to the child protection and out of home care system, and related human services areas.
- Demonstrated ability to develop and write well researched reports, and drive strategic priorities.
- Sound strategic planning, policy development and stakeholder engagement skills, including translating consultation data into position papers and directions that impact change for the sector.
- Well-developed knowledge of the community services sector and the challenges of managing organisations in the sector

Attributes and skills

- Excellent interpersonal, relationship building and stakeholder management skills with the proven ability to engage with Aboriginal Communities, academic and wide range of stakeholders
- Considerable influencing and negotiation skills to advocate and lobby on behalf of Project partners
- Highly developed written and verbal communication skills, including demonstrated ability to produce quality reports, submissions, and plans
- Ability to work independently, flexibly and use initiative to problem solve
- Excellent organisation and administration skills
- Excellent computer skills including the MS Office suite

Other

- Relevant tertiary qualification
- Current Police Clearance and Working with Children Check
- Current driver's license
- An ability to support and operate within the NFSWC Mission, Vision and Values

Authorisation

This document is an accurate statement of the duties and responsibilities of this position.

Signed:	
Title:	
Date:	