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*A shared ministry of the Sisters of Mercy, Christian Brothers and Sisters of St Joseph.*

**POSITION DESCRIPTION**



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| Position Title: | Live-in Carer (Volunteer Position) |
| Program / Unit: | NSW Services |
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| Position reports to: | Coordinator, Youth and Families |
| Location: | Blacktown LGA |

**POSITION PURPOSE**

The Live-in Carer is a volunteer whose primary role is to provide a supportive environment for young people; to care for them and meet their day to day needs; and to oversee the smooth running of the house. The carer is expected to demonstrate a positive and balanced lifestyle and to ensure that any conflicts arising within the household are dealt with in a productive and trauma-informed manner.

**PRIMARY OBJECTIVES**

* Provide a safe and nurturing home for young people who are unable to live with their families;
* Provide trauma-informed care that meets the day-to-day needs of young people and assists them to achieve their case plan objectives;
* Provide supports that deliver quality outcomes for young people and their families.

**KEY RESULT AREAS AND RESPONSIBILITIES**

The Live-in Carer will:

* Provide a warm, safe and caring environment consistent with the young person’s needs and background, within the provided house;
* Provide an environment which nurtures and stimulates the young person’s development, so as to achieve their potential;
* Support the implementation of therapeutic case plans;
* Provide practical support to young people in gaining access to, and maintaining involvement in education, recreation and health services;
* Support the ongoing involvement of parents and family with their children;
* Protect and respect the rights of the young person;
* Provide accommodation services that reflect the organisation’s values, policies and practice frameworks including the Sanctuary model;
* Comply with MacKillop Family Services policies including ensuring that young people are not disciplined physically and providing a non-smoking environment;
* Comply with the Code of Conduct for Authorised Foster, Relative and Kinship Carers and MacKillop’s Foster Carer Agreement;
* Maintain records and documentation as required;
* Participate in relevant meetings relating to the young person.

**KEY SELECTION CRITERIA**

The successful applicant will have:

* Demonstrated experience in caring for young people;
* Demonstrated understanding of youth behaviours and the ability to respond to their needs appropriately;
* Ability to assist young people to maintain contact with their families where appropriate;
* Willingness to work with the parents and families of the young people when appropriate;
* Good communication and negotiation skills;
* Commitment to maintaining confidentiality;
* Ability to work as part of a team;
* Understanding of their own capacities and limitations.

**OTHER JOB RELATED INFORMATION**

The incumbent is required to:

* Be authorised as a MacKillop Foster Carer;
* Observe and actively support MacKillop’s WH&S policy and strategy;
* Attend mandatory and other training as required.

The incumbent must possess a:

* Valid drivers licence;
* Satisfactory criminal history check;
* Working with Children Check.

The Live-in Carer will:

* Live rent free within a fully furnished and maintained house provided by MacKillop;
* Have access to a fully maintained motor vehicle;
* Receive a fortnightly carer allowance to assist with the financial support of caring for the young people;
* Have access to regular respite and 24-hour support.

**APPROVAL**

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| Approved by: | Jude Ekerick | | Date: November 2016 | |
| Position Title: | General Manager, NSW Services | | | |
| Incumbent’s Name: | |  | |
| Signature: | | Date: | |