

SALTBUSH AT A GLANCE

Saltbush Social Enterprises (**Saltbush**) is a not-for-profit NT organisation that was developed in response to the critical need for grassroots opportunities that create prosperity parity for marginalised Territorians.

To learn more, visit www.saltbushnt.org.au

Job Title	Case Manager
Saltbush Division	Supported Bail Accommodation
Location	Alice Springs
Employment Type	Permanent, Full time
Reports to	Residential Manager
Hours of Work	Normal business hours and such further additional hours as reasonably necessary including some out of hours flexibility.
Travel	Some regional and remote travel may be required as part of this role.
Compliance Requirements	National Police Clearance, NT Working with Children (OCHRE) Card, NT Drivers licence, Current First Aid, COVID-19 Vaccination.

PRIMARY PURPOSE OF POSITION

As the Case Manager, you will use a person-centred approach to engage and work with young people in Supported Bail Accommodation residences, enabling them to meet their bail conditions and improve their prospects of avoiding detention.

The Case Manager's role is a key link for the participants to improve their wellbeing, living skills, education and employability prospects. The role will work closely with the Residential Manager, Counsellor and Support Workers, as well as external stakeholders, to provide a throughcare model aimed at assisting the young person to make better life choices.

KEY DUTIES & RESPONSIBILITIES

To ensure success in your role as the Case Manager, You will:

- Work in partnership with the Saltbush Supported Bail Accommodation team to deliver a holistic, participant centred program.
- Provide holistic and comprehensive case management services to all young people residing at Bail Support residences including: co-ordinating admission, facilitating inductions and assessments, goal setting, case plan development, progress monitoring and reporting.
- Ensure delivery of high-quality care leading to positive outcomes for the participants, such as building relationship and life skills, coordinating access to education, training, employment, health and wellbeing services, as appropriate and necessary for each young person.
- Actively support the implementation of the organisation's values, vision and mission, while influencing, motivating and inspiring other staff to deliver high quality, individualised care and support to our participants.
- Ensure service delivery, case management, reporting and compliance activities are in accordance with organisational, legislative and contract requirements with complete and accurate data for all contacts with young people entered into the case file system.
- Work collaboratively and proactively with YORET, lawyers, families and all other agencies ensuring that an open dialogue is maintained, and relationships are continually strengthened to provide each young people the support services that will address their youth justice matters.

ESSENTIAL SELECTION CRITERIA

- Previous experience working in a culturally diverse business environment, demonstrating empathy and determination with the delivery of services.
- Demonstrated high level verbal and written communication skills with excellent interpersonal skills and a flexible, responsive client centred approach.
- Excellent interpersonal skills to effectively liaise, consult and negotiate with a wide range of staff, service providers and service users.
- A working knowledge of Trauma Informed Care and strength-based approach to working with young people.
- Relevant or comparable work experience in a similar position.
- High level organisational skills and self-motivation with the ability to take initiative when working alone and ability to interact and work in a team.





HIGHLY DESIRABLE CRITERIA

- 5 years' experience in a similar position.
- A relevant tertiary qualification.

THE SALT BUSH CAPABILITY FRAMEWORK

The Saltbush Social Enterprises' Capability Framework describes the core knowledge, skills and abilities expressed as behaviours, which set out clear expectations about performance with our organisation. Our Capability Framework builds on our values and creates a common sense of purpose for all levels of the workforce.

Below is the full list of capabilities and the level required for this position.

CAPABILITY GROUP	CAPABILITY NAME	LEVEL
 <p>Personal Attributes</p>	Achievement Focus	Advanced
	Thoroughness	Advanced
	Manages Self	Advanced
	Teamwork and Leadership	Advanced
 <p>Relationships</p>	Building Relationships	Advanced
	Collaboration	Expert
	Communicating for Results	Advanced
	Leading the Organisation	Adept
 <p>Results</p>	Analytical Thinking	Adept
	Organisational Alignment	Advanced
	Initiative	Advanced
	Problem Solving	Advanced
 <p>Resources</p>	Business Knowledge	Adept
	Strategic Thinking	Advanced
	Finance	Adept
	Project Management	Adept
	Procurement and Contracts	Adept
	Human Resources	Adept