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| Position title: | House Parent | Reports to: | Tumbelin Manager |
| Program / Department: | Tumbelin Farm / Adventure Pathways | Primary work location/s: | Adelaide Hills |
| Direct reports: | Nil | Key stakeholders: | Community networks |
| Award: | SCHADS | Classification: | Level 2 |

Who we are

Baptist Care SA provides out of home care, disability care, youth education and employment, homelessness, and therapeutic support services. Established in 1913 we have a dedicated staff and volunteers who work tirelessly to help South Australians achieve their full potential. Baptist Care SA is committed to working with the State’s most disadvantaged, championing local issues and connecting with people to provide transition pathways from adversity to opportunity.

Our values

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| <p>Integrity</p> <p>Ensuring personal and corporate transparency and the highest ethical standards.</p> | <p>Compassion</p> <p>Treating people and communities with empathy, dignity and fairness.</p> | <p>Empowerment</p> <p>Releasing individual strengths that promote personal and community transformation.</p> | <p>Innovation</p> <p>Fostering a culture of continuous improvement, staff engagement and improved client outcomes.</p> |
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About the role

Tumbelin Farm is a residential adventure therapy program for young Australians aged 16 - 24 who want to overcome their alcohol and/or drug issues and achieve lasting change. Tumbelin Farm works with young people and their 'circle of support' (family and other significant people in their life) over a 6-month period, which includes community based (pre-residential) engagement, a residential period of up to 3 months, and post-residential community support. The residential phase of Tumbelin Farm is a holistic, wrap-around program which includes:

- Daily routines e.g., morning fitness, communal meal prep, tasks around the farm, animal care
- Outdoor adventure days and camps
- Education and training
- Counselling and Case Management
- Community projects
- Strengthening your positive community connections

The primary objective of the house parent(s) is to create a welcoming home-like environment in which young people feel safe, cared for, valued and respected. Responsibilities will include setting high expectations and providing social, emotional, and relational support for young people living in community together. House parents have a significant role in establishing the norms of 'home life', including the active participation of young people in the practical aspects of running a household (meals, washing, chores etc). The emphasis will be on 'doing life with' rather than 'doing for' or 'doing to'.

House Parents role model strong and healthy relationships, compliance with the code of conduct, and apply restorative practice principles when things go wrong and/or when someone has been hurt. In doing so they promote learning and understanding and facilitate the restoration and maintenance of positive, healthy relationships among all members of the Tumbelin Farm community.

Role responsibilities

Supervision and care for young people living at Tumbelin Farm

- Support the physical, intellectual, emotional, psychological, and spiritual needs of participants in your care, role modelling Baptist Care's Christian values through all aspects of community life.
- Supervise all aspects of evening and morning operations and functions of the home community and provide an overnight presence (between the hours of 4.30pm and 8.30am)
- Foster a positive relational environment and facilitate 'family' rituals such mealtimes, celebrations, and evening home life.
- Monitor the health and wellbeing of the young people in your care and liaise with Tumbelin Farm staff regularly.
- Respond to any behavioural incidents that occur (which might include tension or conflict between participants, home sickness, attempting to access illicit material, etc) calling on extra support as required.
- Actively participate in resolving complaints/grievances received in relation to activities and/or staff, using appropriate principles of restorative practice.

Managing household affairs

- Include participants in the preparation of healthy and delicious meals (dinner and breakfast), role modelling healthy food choices.
- Coordinate regular shopping for the household.
- Creating rosters for household chores, including food shopping, meal preparation, cooking, cleaning, basic house and garden maintenance, pool cleaning and other duties about the home.
- Actively and inclusively host external visitors to the Farm (e.g. neighbours, volunteers, members of young people's Circles of Support).
- Ensure maintenance and Work Health & Safety issues are reported and resolved in a timely manner.

Community activities

- Facilitate volunteering opportunities and active engagement in the local community if/where appropriate (ie CFS).
- Include participants in community life if/where appropriate including accompanying clients to relevant community groups, e.g. Narcotics Anonymous (NA) and/or Alcoholics Anonymous (AA).

Work collaboratively with Tumbelin Farm program team

- Participate in evening (4:30pm to 5 pm) check-ins with young people.
- Establish and sustain positive, healthy relationships with colleagues and external stakeholders.
- Attendance at weekly team meetings.
- Completion of case noting for each shift.
- Take opportunities to learn and grow professionally.
- Actively participate in regular individual supervision, and reviews of individual and team practice and performance.

Quality and continuous improvement

- Contribute to the ongoing review and evaluation of service delivery to ensure the continuous improvement of our services, enhancement of our client wellbeing, independence, and choice.
- Comply with relevant legislation.
- Contribute to the review and continuous improvement of our internal systems for quality assurance, reporting and monitoring.
- Ensure business and operational risks are identified and appropriately monitored and/or mitigated.

Work Health and Safety

Baptist Care SA is committed to the health, safety and wellbeing of our employees, volunteers, contractors, clients, and other people within our workplaces. As a Baptist Care SA team member you must:

- Take reasonable care for your own and others' health and safety within the workplace;
- Take reasonable care that your actions or omissions do not adversely affect the health and safety of yourself or others;
- Cooperate with any reasonable directions, policies and/or procedures relating to health and safety in the workplace;
- Report all injuries, illness, near misses or hazards as per Baptist Care SA's policies and procedures; and
- Participate in relevant health and safety training, and risk management initiatives based on position and responsibilities.

Know and apply Baptist Care SA policies and work directives

- Align with the Baptist Care SA strategic intent and values, including the strategic plan.
- Model and foster behaviours aligned with the Code of Conduct.
- Work harmoniously with Baptist Care employees, volunteers and other stakeholders.

About you

The qualifications you bring

- Training – Safe Food Handling or equivalent
- Training – Youth Mental Health First Aid

The experience you bring

- Working with vulnerable and at-risk young people with complex needs within a restorative practice framework
- Role modelling high standards of personal conduct, interpersonal interactions and respect for others (good manners!).

- Running an orderly household, maintaining a high standard of cleanliness and order
- Provision of trauma informed care to young people in a residential and/or therapeutic community setting
- Working with Aboriginal and Torres Strait Islander clients and their families
- Showing hospitality to guests with an ability to make people feel welcomed and valued

The competencies (knowledge, skills, and behaviours) you bring

- Understanding of barriers to change which affect young people with complex needs
- Well-developed interpersonal skills both verbal and written
- Preparation of wholesome and healthy food
- Basic computer literacy

Other specific employment requirements

- A current and valid DHS: Child-Related Employment Screening/ WWCC
- A current and valid National Police Clearance
- Training – Child Safe Environments
- Training – Apply First Aid (min HLTAID012)
- Ability and willingness to travel within South Australia as required
- A valid full South Australian drivers’ license (C Class)
- Ability to work evening shifts and stay overnight at Tumbelin Farm

Desirable Requirements

- Qualifications and/or experience in drug and alcohol counselling, social work, psychology, education, counselling, youth work, adventure therapy or a related field are an advantage.
- Aboriginal and Torres Strait Islander candidates are strongly encouraged to apply.
- Experience living and working on rural properties an advantage.

Your confirmation of acceptance:

By signing below, I accept that I have read and understood this position description and that I agree I am able to undertake all aspects of this role.

Employee signature: _____ Date: _____

Employee name: _____

Monitoring, evaluation, and review

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| Status: | Approved | Control: | People and Culture |
| Approved by: | Senior P&C Business Partner | Version: | 2 |
| Effective date: | September 2023 | Review date: | September 2024 |