

Position Description

Community Bubs Practitioner

Position	Community Bubs Practitioner
Team	Family Services, Families & Community
Role Classification	SCHADS Level 5
MARAM Tier Level	Tier 2
Employment Type	0.6 FTE, 12 month contract (parental leave)
Hours	22.8 hrs per week
Location	Sandringham, Hampton East and Frankston (Bunurong Land) <i>From time to time the incumbent may be requested to work from, or be based at, other Family Life sites.</i>
Reports To	Team Leader – Family Services, Families & Community
Effective Date	May 2026

Overview of Program

The Families & Community Program at Family Life offers a range of services within the Bayside Peninsula catchment. This includes the Brief Support (BI/EH), Community Bubs, Integrated Family Services (IFS), Integrated Family Services Plus (IFS+) and Family Preservation & Reunification Response (FPRR) Programs. These programs are aimed at providing an enhanced response to families with significant needs who have children under the age of 18 years old. Support is focused on strengthening the capacity of families to provide a safe, nurturing, and stable environment for their children. Support is also provided to vulnerable families and their children who are often involved with or at risk of entering the statutory Child Protection system.

The Community Bubs Practitioner role is within the Family Services Program. The Community Bubs Program provides child-centred case management support to vulnerable families in their final stages of pregnancy, and in the early stages following their child's birth. Community Bubs works on a capacity and skills building model with a focus on attachment and community connection to increase parenting confidence. The service is focused on strengthening the capacity of families to provide a safe, nurturing, and stable environment for their children.

Support is based on an outreach model building links between the families and their community, providing education and guidance to ensure the infant is able to thrive and develop in the care of the parents/caregivers. The Community Bubs Program receives referrals from various pathways including The Orange Door, Child Protection, self-referrals or referrals from other services such as Maternal Child Health Nurses (MCHN).

Position Objective

The Community Bubs Practitioner provides child-centred case management support to vulnerable families who are either in their final trimester of pregnancy or have an infant under 6 months old at the time of referral.

Families engaged in the Community Bubs Program can receive support for a period of up to 9 months. The role provides service coordination, case management, ongoing assessment and intervention to vulnerable families. There is a particular focus on building the parent/carers' confidence and connection to their local community.

The Community Bubs Practitioner aims to increase the parent/carers' responsiveness to their baby's developmental needs, including their understanding of child development, play, and early learning. The Community Bubs Practitioner provides parents with education around building healthy and positive attachment with their child.

The Community Bubs Practitioner will work with a range of clients where there may be complex needs and issues of risk and safety. The Community Bubs Practitioner will conduct weekly outreach visits with their allocated families and will provide needs-based case management utilising a child-centred, feminist and strengths-based approach. The Community Bubs Practitioner will work across case management as well as carrying a portfolio. Portfolios can include relevant groups or community based work, specialised portfolios, and internal policy and procedural tasks.

Key Responsibilities

The key responsibilities include but are not limited to:

- Managing a caseload of families and infants with complex needs, using trauma informed approaches to practice.
- Working with families by applying a range of service modalities including but not limited to; intake and assessment, brief support, care team approach, group work, outreach case management and developing strong working relationships with key agencies such as Child Protection and Maternal and Child Health Services.
- Increasing capacity of parents/caregivers to meet their child's health, safety and developmental needs, and to build self-resilience through linkages to community support, education, and training and employment opportunities.
- Promoting safety and stability through strong assessment, case plans and application of appropriate risk assessment frameworks.
- Providing a collaborative response to family violence, including the provision of brief and medium term interventions.
- Working effectively with parents from a range of backgrounds including Aboriginal and Torres Strait Islander people, people from CALD backgrounds, LGBTQIA+ people and people with a disability
- Carrying specialist portfolios such as group work to promote interventions designed to strengthen family capacity, provide psychoeducation, and reduce family violence in the community.
- Delivering services to quality standards, complying with relevant legislation and contractual requirements.
- Engaging in regular supervision and critical reflection with the Team Leader, and group reflective practice with the Practice and Program Development Advisors.
- Participating in appropriate training sessions, network meetings and team meetings as directed by the Team Leader.
- Collecting, recording and maintaining all required documentation to evidence impact and effectiveness of service delivery in a complete, accurate, and timely manner, as requested by the organisation's standards and program contracts.

Key Selection Criteria

1. Bachelor level qualification in Social Work, Psychology, Social Sciences or equivalent.
2. Ability to manage a high-risk caseload, with complex needs, using trauma informed approaches to practice.
3. Experience in the delivery of case management based on the 'Best Interest Principles' as defined under the Child Youth and Families Act 2005 and other relevant frameworks.
4. Ability to work effectively with families experiencing a range of complexities including mental health, alcohol and other drug (AOD) misuse, family violence, adolescent violence, sexual abuse and trauma.
5. Working knowledge of universal, secondary, and tertiary service systems, including DFFH Child Protection.
6. Experience working with infants and their families using Strengths-Based, Trauma Informed, Systems Based, Family Inclusive, Feminist Framework and Community Based Approaches.
7. Ability to articulate and reflect upon personal and professional values, work effectively under pressure, and respond appropriately to crises.
8. Ability to promote safety and stability through ongoing application of risk assessment.
9. Commitment to meeting the needs of at risk families, infants, children and young people guided by the organisation's whole of family approach and community based model of service delivery.
10. High level of verbal and written communication skills to conduct effective risk assessment, case noting and sound administration. In combination with this experience, the ability to utilise these within the organisation's computer based software.
11. Information technology skills, including proficiency in Microsoft Office suite, Google suite, video conferencing platforms and client management systems.

The Family Life Way

The six behaviours of **The Family Life Way** are at the heart of the work that we do; they inspire us to achieve the best results for our clients and the communities we serve. The Family Life Way exemplifies our commitment to supporting our people to produce quality services and outcomes.

<p>Create Safety</p>  <ul style="list-style-type: none"> • Safety for Clients and Peers • Respect, Empowerment & Well-being • Be Supportive • Be Kind 	<p>Celebrate Difference</p>  <ul style="list-style-type: none"> • Welcome Diversity • Celebrate Difference Of Ideas • All Community Members are Welcome at Family Life • Share Knowledge and Experiences 	<p>Be Bold</p>  <ul style="list-style-type: none"> • Fail Forward • Lead By Example • Ask Why? • Ask for Feedback and Self-Reflect
<p>Be Real</p>  <ul style="list-style-type: none"> • Be the Best Version of Yourself • Admit What You Don't Know • Have the Hard Conversations, Respectfully • Be Open and Honest 	<p>Dream Big</p>  <ul style="list-style-type: none"> • Have Stickability - Persistence • Think differently, Innovatively • Be Adaptable • Plan and Prioritise 	<p>Embrace Everyone</p>  <ul style="list-style-type: none"> • Many Voices, One Purpose - To Transform Lives for Stronger Communities • Collaboration • Partnerships • Be Inclusive and Encourage Participation

Additional Information

- Family Life is a youth and child safe organisation that values, respects, and listens to children and young people.
- All offers of employment are subject to a satisfactory Working with Children Check and Police Records Check.
- Family Life operates across multiple sites, therefore it is essential that all employees hold a current and valid Victorian Driver's Licence.
- Family Life offers generous salary packaging benefits.
- All offers of employment at Family Life are subject to a six-month probationary period.
- Family Life is committed to providing a safe, healthy and friendly working environment.
- Family Life prides itself on being flexible and family-friendly wherever possible for the mutual benefit of employees and the organisation.
- Family Life expects all employees and volunteers to understand and behave in accordance with our principles, purpose, values and code of conduct.