

POSITION DESCRIPTION



Outreach Case Manager – ReConnect, Corrections Victorian Reintegration Program (CVRP)

Justice Programs – Adult Justice

About Jesuit Social Services

Jesuit Social Services is a social change organisation working to build a just society where all people can live to their full potential. We do and we influence. We accompany people and communities to foster and regenerate the web of relationships that sustain us all – across people, place and planet; and we work to change policies, practices, ideas and values that perpetuate inequality, prejudice and exclusion.

Our Vision

Building a Just Society

Our Mission

Standing in solidarity with those in need, expressing a faith that promotes justice.

Our Values

- Welcoming – forming strong, faithful relationships
- Discerning – being reflective and strategic in all we do
- Courageous – standing up boldly to effect change

Our Purpose

We work to build a just society where all people can live to their full potential – by partnering with community to support those most in need and working to change policies, practices, ideas and values that perpetuate inequality, prejudice and exclusion.

Position details

POSITION TITLE:	Outreach Case Manager – ReConnect, Corrections Victoria Reintegration Program (CVRP)
PROGRAM:	Justice Programs – Adult Justice
LOCATION:	Brunswick
REPORTING RELATIONSHIPS:	This position reports directly to Coordinator ReConnect This position doesn't have any direct reports
EFFECTIVE DATE:	October 2024

Position Purpose

- Provide individually tailored pre and post-release support to high risk/complex needs and high profile individuals aged 18 years and above exiting Men's Prisons
- Provide outreach-based case management, support to assist participants to address their transitional needs and reintegrate successfully back into community. The role is designed to work closely with participants to develop short and long-term transition plans designed to address identified needs and key areas of support including: housing, health, drug and alcohol, mental health, employment, education and training, family and community connectedness, and independent living skills.
- Engage positively and pro-actively with key stakeholders including Corrections Victoria, prison and Community Corrections, facility staff, external agencies and support services.
- Support participants to meet their statutory requirements, have a level of stability in the community and prevent further contact with the justice system
- Provide day-of-release support on public holidays and weekends as required

Program Purpose

Justice programs

Provide holistic support service for young people involved in the justice system or who are exiting adult prisons and/or Youth Justice centres, who are assessed as high risk/need, with limited social and family networks, limited accommodation and post release support options and experiencing multiple and complex health problems. Staff deliver quality programs in a manner that reflects the social justice principles of participation, equity, access and respect. Services include: intensive outreach support, case management, supported accommodation, drug and alcohol counselling, recreation programs, employment/training programs, 24/7 after hours emergency assistance and duty work and referral service. Our adult and youth justice work contributes to regional and state-wide advisory forums and networks, and assists in a more comprehensive approach to justice through partnerships with Government agencies and other service providers, as well as to legislation, policy development and advocacy.

ReConnect / Corrections Victoria Reintegration Program (CVRP)

The Victorian Department of Justice through Corrections Victoria has a model for the delivery of transitional services to individuals exiting prison. The aim of the Corrections Victoria Reintegration Program (CVRP) is to provide an effective reintegration program for eligible prisoners exiting custody that will address their individual and complex transitional needs through a responsive, tailored and flexible support approach to facilitate community reintegration and reduce re-offending. The key objectives of the program are to:

- Implement an individualised transitional plan for exiting prisoners which addresses key needs to reduce re-offending and ensures continuity of care
- Provide assertive outreach and practical assistance to participants to successfully reintegrate into the community
- Assist offenders to address issues relating to the underlying causes of their offending and achieve positive outcomes in key intervention areas.

Duties of the position

- Undertake pre- and post-release assessment (including visiting prison locations), develop individual transition plans, provide outreach based case management support and review and plan for exit within prescribed timelines.
- Initiate activities that will engage participants and assist in the development of independent living skills and facilitate social, vocational and community engagement.
- Provide day-of-release support including weekends and public holidays as required.
- Engage positively and pro-actively with key stakeholders including Corrections Victoria, prison and Community Corrections, facility staff, external agencies and support services.
- Carry out comprehensive transition risk and needs assessments and respond appropriately.
- To engage and build positive and constructive relationships with program participants.
- To deliver services consistent with program guidelines, relevant legislation and funding agreements.
- To maintain appropriate files, records and statistics to facilitate good practice and accountability.
- The ability to manage competing priorities in a high-volume work environment.
- Monthly data is accurately maintained and provided to management as required.
- Other duties as required.

Key Selection Criteria

1. Tertiary qualification/s and/or relevant experience in field
2. A broad understanding of the issues facing people involved with the justice system and empathy and insight into the often complex needs of men transitioning from prison to community.
3. Experience providing outreach support and case management - including risk assessment and safety planning for participants with complex needs to address homelessness, physical and mental health, substance misuse, cognitive impairment and histories of trauma.
4. Capacity to provide culturally appropriate services to men, particularly those from Aboriginal and culturally and linguistically diverse backgrounds.

Key Performance Indicators

- Develop respectful relationships with colleagues, participants and key stakeholders – both internal and external
- Develop, implement, monitor and review participant transition plans within agreed timelines
- Provide outreach based case management support
- Complete all reporting requirements associated with the role including case notes, safety plans, risk plans and monthly data – all reporting is accurate and reflective of the work undertaken with participants

Key responsibilities of Jesuit Social Services Employees

Service delivery/ Practice Framework (program delivery roles)

- Engage and build positive and constructive relationships with internal and external stakeholders and program participants
- Deliver services consistent with program guidelines, relevant legislation and funding agreements
- Communicate clearly with others
- Manage competing priorities in a high-volume work environment
- Fulfil the reporting and administrative requirements associated with the position
- Other duties as required.

Service delivery/ Practice Framework (share services roles)

- Engage and build positive and constructive relationships with internal and external stakeholders
- Deliver services consistent with shared services guidelines, relevant legislation and funding agreements
- Communicate clearly with others
- Manage competing priorities in a high-volume work environment
- Fulfil the reporting and administrative requirements associated with the position
- Other duties as required.

Team work and supervision (program delivery)

- Work effectively as part of a team, contributing to group outputs and reflective practice
- Actively participate in regular supervision with the line manager, staff meetings and professional development opportunities.

Team work and supervision (shared services roles)

- Work effectively as part of a team, contributing to group outputs
- Actively participate in regular supervision with the line manager, staff meetings and professional development opportunities.

Continuous Improvement and Professional Standards

- Demonstrate a commitment to own learning and development
- Commitment to risk management and continuous quality improvement processes
- Compliance with relevant legislation, Code of Conduct, policies and procedures of Jesuit Social Services

Diversity, inclusion and culture

- Demonstrate respect and acceptance of diversity at all times and provide culturally appropriate support to all including Aboriginal and Torres Strait Islander peoples and those who identify as LGBTQIA+
- Interact with staff, participants and other stakeholders in a manner that is inclusive, respectful and non-discriminatory

- Demonstrate an understanding the identity and ethos of Jesuit Social Services

Mandatory Position Requirements

- Current National and International (where required) Police Check
- Current Employee Working with Children Check
- Valid and current Australian Drivers Licence
- Proof of eligibility to work in Australia
- Corrections Victoria clearance and ability to enter Victorian prisons

Safeguarding Children and Young People

Jesuit Social Services takes child protection seriously, we undertake a range of checks and processes to ensure safeguarding of children, and you are required to meet the behavior standard outlined in our Code of Conduct.

Conditions of Employment

Conditions of employment are in accordance with the current Jesuit Social Services Collective Agreement and Jesuit Social Services Policy & Procedures, including the Code of Conduct.

Employee Acknowledgement

I, _____ (please print name) acknowledge that I have read and understood the contents of this position description.

Employee Signature:

Date: _____

Position Description Approved by:

GM or ED

Position Description Review Date:

2 years from effective date