



POSITION DESCRIPTION

Children are Learning Outreach Worker

Position Details

Reports To: Children are Learning Team Leader

Classification: Full-Time, SCHADS Award Level 3.1

Location: Kununurra, WA

About the Organisation

Kununurra Waringarri Aboriginal Corporation (KWAC) is an Aboriginal community-controlled organisation delivering culturally grounded, community-led programs across youth, men's development, justice reinvestment, and wellbeing.

Position Purpose

The Children are Learning (CaL) Program supports Aboriginal children, young people, and their families to improve school attendance and educational outcomes in Kununurra. The Outreach Worker works closely with families to identify and address barriers that may affect a child's attendance at school, providing support and guidance to help children attend school regularly and succeed in their education.

Key Responsibilities

- Engage with Aboriginal families with a focus on overcoming barriers to school attendance and retention.
- Work with families to agree on a case management plan or 'Working Together' Agreement that outlines the actions and activities that the family, Waringarri and any other service providers are going to take to overcome barriers to school attendance.
- Support families to engage constructively with other agencies and service providers to overcome said barriers.
- Maintain up to date and confidential client records in Waringarri's online client relationship management system.
- Maintain compliance with funding, WHS and child safety requirements in accordance with organisational policies and procedures.
- Provide a school bus run in the morning to pick up children and their parents and drop them at school.
- Support other Outreach Workers as necessary both within the Intensive Family Support team and other Waringarri programs.



Key Selection Criteria

- Knowledge and understanding of the complex issues that surround school attendance.
- Experience working in a similar role and/or working in other intensive family support programs in similar contexts.
- Demonstrated ability to work collaboratively as part of a team and contribute to positive program outcomes.
- Knowledge of Microsoft 365, including Outlook, Teams, SharePoint and Excel.
- Understanding of Work Health and Safety, child safety and professional boundaries in a community services environment.

Desirable

- Experience working in remote Aboriginal communities
- Qualifications in community services, social work, youth work, or related field
- Ability to build strong relationships with schools, service providers, and community members.

Mandatory Requirements

- Working with Children Check
- National Police Clearance
- Driver's Licence
- Western Australia Education Clearance

Key Outcomes

- Increased school attendance and engagement of children and young people participating in the Children are Learning Program.
- Families are actively engaged in achieving goals identified in their Working Together Agreement and accessing appropriate support services.
- Program records, reporting, and compliance requirements are completed accurately and within required timeframes.



Employee Acknowledgement

I confirm that I have received, read and understood this Position Description. I understand the requirements of the role and will carry out my duties in line with KWAC policies and procedures.

Employee Name: _____

Signature: _____

Date: _____