

# Information Pack

*Case Worker, TFSS*

## **TFSS Vision**

Thriving Communities, Endless Possibilities

## **TFSS Mission**

We work toward this through our purpose, which is to:

1. Strengthen and improve social and personal well-being for individuals, families and communities;
2. Promote access, equality and social justice; and
3. Deliver services of quality and value.

Dear Applicant,

TFSS is looking for Case Workers to be part of the TFSS Team in Tamworth. These positions will undertake case work within various TFSS programs. Successful applicants will be able to work independently, relate well to people from all backgrounds and provide support to people age 16+. Positions we are looking to fill include 1 x fulltime permanent position, 4 x Maternity relief positions, Casual positions, overnight work and weekend work.

All staff are valued and respected, and are presented with genuine opportunities to develop to their full potential. TFSS also recognises the importance of a healthy work/life balance, and you will enjoy some flexibility in your working hours if required.

## **Included in the package you will find:**

- The Job/Position Description
- Competencies and Outcomes required for the position

## **Please return your application(s) to:**

Business Development Manager  
Tamworth Family Support Service  
P.O. Box 1088  
TAMWORTH NSW 2340

**Or by email to:** [info@tfss.com.au](mailto:info@tfss.com.au)

## **Please ensure that you include the following in your application(s):**

- Your up to date resume, including three referees (a minimum of one must be from within the previous 3 years)
- A document titled "Selection Criteria" outlining how you meet each of the Competencies and Outcomes (Essential Criteria) as listed following.



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**Selection for interview will be based on:**

1. Applicants returning both of the above documents, and,
2. Applicants satisfactorily meeting each of the Competencies and Outcomes (Essential and Desirable Criteria).

**For more information contact:** Leigh Smith, Business Development Manager- 0267632304

**CLOSING DATE FOR APPLICATIONS:** 4pm Friday 2<sup>nd</sup> of February, 2018.

<b>Competencies and Outcomes</b>
<p><b>Essential:</b></p> <ol style="list-style-type: none"><li>I. Diploma of Community Services or related field and/or demonstrated extensive work experience</li><li>II. Demonstrated ability to undertake integrated case management</li><li>III. Demonstrated high level of communication</li><li>IV. Demonstrated ability to use initiative and be self directed</li><li>V. Satisfactory Working With Children Check</li><li>VI. Current Unrestricted Drivers Licence</li><li>VII. Demonstrated understanding of Work, Health and Safety practices and guidelines</li><li>VIII. Registered and comprehensively insured vehicle</li></ol>