



## Position Description

<b>Title</b>	Counsellor Advocate
<b>Employment Type</b>	Part time or full time (0.6-1.0FTE)
<b>Reports to</b>	Team Leader, Therapeutic Services
<b>Work Location</b>	Horsham
<b>Date of review</b>	January 2024

### About The Sexual Assault & Family Violence Centre (The SAFV Centre)

The Sexual Assault & Family Violence Centre (The SAFV Centre) was established in 1978 and continues to grow, delivering integrated specialist response, early intervention, education and prevention services and programs.

Supporting the Victorian community throughout Barwon, Wimmera, and the South West regions, we offer a specialist range of support services to all people impacted by sexual and family violence, encompassing 24 hour crisis care, case management, therapeutic counselling and group programs, early intervention programs, refuge and housing support, legal services, professional training and primary prevention initiatives. We also provide specialised support for all victims of crime through the Victims Assistance Program for Barwon and the South West.

Working across multiple sites and locations, including co-location within the Barwon Multi-Disciplinary Centre, The Orange Doors in Barwon and the South West, outreach locations and within the locally known service Emma House in Warrnambool, our unique combination of services allows us to respond to those that need us, supporting them throughout their journey toward recovery and resilience, while also educating and working with our communities for gender equality to prevent violence from happening in the first place.

We are a collaborative organisation where work is rewarding and team spirit permeates strong culture, values and a client-first focus. At The SAFV Centre, you have the opportunity to professionally grow, flexibility to enjoy your personal commitments, and a connection to purpose that makes a difference to our community.

Our Wimmera services collaborate with a wider service system including child and family services, community health, Victoria Police, Child Protection and the Orange Door, covering Local Government Areas of:

- Shire of Hindmarsh
- Rural City of Horsham
- Shire of Northern Grampians
- Shire of West Wimmera
- Shire of Yarriambiack

### Role Purpose and Accountability

#### Purpose

This position provides specialised counselling to children, young people and adults who have experienced sexual assault or family violence, and to their non-offending family or friends. The role

may also include the provision of intake response, therapeutic services in group programs and intervention to children and young people who engage in problematic or abusive sexualised behaviours.

The position reports to a Team Leader, is supported by a team of highly skilled and qualified practitioners and receives regular clinical supervision and valuable peer and organisational support.

The position is based in Horsham, Victoria and may require travel to outpost locations across the Wimmera Region and part of the South West Region. The position reports to <insert manager/team leader>.

**Accountabilities:** *role accountabilities include, but are not limited to;*

#### **Direct Service**

- Provide therapeutic services to children, young people and adults who have experienced sexual assault and women, children and young people who have been affected by family violence and to their supportive family members or carers. Therapeutic practice includes assessment and trauma informed counselling, therapeutic group work and ongoing monitoring of risk and safety issues.
- Provide advocacy and support for people, as agreed by them within the broader service system including but not limited to; police, judicial, medical, educational, child protection, community services and family systems.
- Provide expert advice and secondary consultation to other professionals and organisations in relation to sexual assault and family violence.
- Maintain appropriate and up-to-date client records and statistical requirements and provide professional reports as required.
- Participate in an intake system to provide an initial response to people seeking support in relation to sexual assault and family violence, referrals and enquiries received from professionals, responding to crisis presentations, assessing needs, secondary consultations and providing intake appointments.
- As required, provide business hours crisis care support to people who have experienced a recent sexual assault.
- Possibly develop and deliver of therapeutic group programs.
- Possibly provide therapeutic services to children and young people who engage in problematic or abusive sexualised behaviours, and their families, including comprehensive assessment to facilitate treatment and intervention. The undertaking of this role is negotiated as determined by skill set, professional development and expertise of individual employees.
- In accordance with the strategic plan, assist in the delivery of community education and professional training to raise awareness of sexual assault and family violence as appropriate.
- Develop and maintain networks with relevant professional groups and community based organisations.

#### **Organisational Responsibilities**

- Participate in staff and program meetings, supervision, training and professional development.
- Ensure compliance with relevant legislation, policy, procedures and practice guidelines.
- Actively contribute to the development of a positive and high-performing organisational culture, including by identifying opportunities to improve team work practices.
- Participate in the continuous quality improvement of the SAFV Centre and the development of best practice.
- Take reasonable care for your own health and safety and for that of others in the workplace by working in accordance with legislative requirements and occupational health and safety (OHS) policies and procedures.
- Ensure work practices are ethical and comply with The SAFV Centre Policy and Procedure, our code of conduct and the code of the professional association of which the employee may be a member.
- Other duties as required

### **Key Selection Criteria**

Your application must address the following:

#### **Essential Qualifications and Experience**

- Degree or above qualification in social work, psychology, family therapy or similar discipline.
- Minimum two years relevant therapeutic experience post qualification.

#### **Essential Skills and Knowledge**

- Significant knowledge and expertise in working therapeutically in relation to dynamics and effects of trauma on children and adults, including family members and friends.
- A comprehensive understanding of the issues relating to sexual assault and family violence within a trauma informed, feminist intersectional, and systemic framework.
- Demonstrated assessment skills, including therapeutic assessment, crisis intervention, risk assessment and safety planning.
- Ability to work collaboratively across complex systems including but not limited to police, judicial, medical, educational, child protection, community services.
- Demonstrated ability to work autonomously and to value and contribute to a positive workplace culture as a team member.

#### **Other**

- Commitment to the vision, philosophy, aims and objectives of The SAFV Centre.
- Commitment to continuous quality improvement and cultural equity in service delivery.
- Current Victorian Driver's Licence.

#### **Referees**

Applicants must provide the name and current contact details of 2-3 professional referees including the most recent or current supervisor.

#### **Period of Appointment**

This position is ongoing depending on funding.

## Hours of Work

- The position is 0.6 – 1.0 FTE part time or full time
- Location of the position is at the Wimmera office or (outpost)
- Hours will usually be worked during business hours of 9.00am to 5.06 pm between Monday to Friday.
- The days are based on the needs of the service.
- Flexibility in working hours will be required from time to time as the need arises.

## Salary and Conditions

Annual salary range is \$92,160.64 - \$108,462.64 plus superannuation (pro rata for part time). Salary will be commensurate with experience and skills.

Industrial Instrument: The Sexual Assault & Family Violence Centre Enterprise Agreement 2023.

Salary Packaging: Provided via Maxxia. PBI status with other expenses available to package above this cap. The Sexual Assault & Family Violence Centre is a Public Benevolent Institution.

Superannuation: The employer will also make superannuation payments on your behalf in accordance with the *Superannuation Guarantee (Administration) Act 1992*.

Probationary Period - 6 months with a review conducted during this time.

## Employee Responsibility – Mandatory prior to commencement

Employee expense:

- Valid Working with Children Check
- National Police Records Check – renewed every 3 years of employment at employee expense
- Working rights in Australia

## Other

This position description is subject to review and may change in accordance with the needs of our organisation; including our operations, our clients and our stakeholders.

I, \_\_\_\_\_, have read and understood this position description and agree to the requirements of this role as set out by The Sexual Assault and Family Violence Centre.

Signed: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Print name: \_\_\_\_\_