



## Position Description

<b>Title</b>	Team Leader, Therapeutic Services
<b>Employment Type</b>	Full time or Part Time (0.8 – 1.0 FTE)
<b>Reports to</b>	Manager, Therapeutic Services
<b>Work Location</b>	Horsham
<b>Date of review</b>	July 2024

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

As a Team Leader, Therapeutic Services, you hold a thorough understanding of therapeutic approaches to counselling and commitment to evidence led practice. The role provides leadership, supervision and support to a team of dedicated counsellors and staff. The role supports the delivery of consistent and high quality therapeutic services to clients; and is responsible for upholding and evolving a positive team culture with outstanding professional qualities.

The Team Leader, Therapeutic Services is responsible for ensuring that regular professional supervision is provided to counsellor advocates and any visiting services on a fortnightly or systematic basis. The supervision will encompass both administrative and clinical aspects of counselling undertaken; contributing to a culture of reflective practice and continued development in skills and knowledge.

The Team Leader, Therapeutic Services will hold a small caseload including therapeutic counselling and SABTS.

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

#### **Direct Service**

- Provide leadership coaching, mentoring, education, supervision and support to ensure high quality therapeutic services are provided by our organisation that are gender and trauma informed, strengths based, systemic, and culturally sensitive.
- Demonstrate a high level of expertise in trauma counselling through maintaining a proportional case load, lead and co-facilitate groups, prepare reports, contribute to data collection, evaluation and monitoring activities undertaking professional development and professional growth.
- Provide high level advice and secondary consultation to other professionals and organisations in relation to sexual assault and family violence.
- Guide and lead development of therapeutic modalities and further development of practice tools.
- Build and maintain strong collegiate relationships within the broader organisation and external partners to ensure high quality responses are offered to people who access our services.
- Liaise, network and represent The SAFV Centre across the Wimmera South West District to build partnerships and promote and enhance collaboration consistent with the profile and integrity of our organisation.
- Develop professional networks to promote our organisation to a diverse range of professionals and organisations.
- Conduct practice forums and shared learning activities and identify and facilitate learning and development opportunities to achieve improved client outcomes.
- Proactively address practice issues and risks, possess clarity regarding responsibility for decision making and organisational accountability.

#### **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 four (4) years relevant therapeutic experience post qualification.

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

- Demonstrated aptitude toward leadership and a commitment to excel in the role of team leader.
- Ability to apply positive and dynamic leadership skills to lead, support and develop a team of staff to inspire vision, deliver excellence in client services and professional conduct.
- A thorough understanding of counselling theories and practices in working across a range of therapeutic modalities that are informed by a gender analysis of violence against women and children, the impact of trauma, human rights and feminist theory.
- Significant breadth of experience as a practitioner to offer expertise for individual, clinical and peer supervision, debriefing and modelling self-care practices.
- Commitment to high quality client service delivery, timely and informed responses, professional approaches and coordinated care planning with partner organisations. Excellent communication and interpersonal skills to build rapport, and foster harmonious and collaborative alliances with a range of internal and external stakeholders.
- Demonstrated resilience and aptitude in working with complex and important matters, sound judgement and ability to prioritise competing demands.
- Ability to implement a planned approach to group delivery, support co-facilitators and liaise with relevant professionals and partners.
- A flexible approach in responding to a changing environment, embracing growth and creating a positive vision, culture and direction for the team.
- High level ability to provide advice and direction for complex matters including comprehensive assessments, crisis intervention, clinical risk decision making, family violence risk assessment, safety planning to respond to client's needs in a trauma informed manner.
- Excellent time management and broader organisational mindset, ability to monitor performance and develop others through relevant feedback and advice.

#### **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 continuous funding to the service.

## Hours of Work

- The position is 0.8 – 1.0 FTE full time or part time.
- Location of the position is at the Horsham office (minimum one day per month travel to Geelong to attend team meetings and additional travel may be required).
- 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 Counsellor Advocate Grade 3 Level 1 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
- Qualification verification

## 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: \_\_\_\_\_