

## POSITION DESCRIPTION

**1. TITLE:** Men's Domestic and Family Violence Counsellor / Group Facilitator

**2. REMUNERATION:** UnitingCare Community Enterprise Agreement 2012 – 2014  
Schedule 1 Professional and Administrative Workers  
Level 5

**3. PROGRAM OR SERVICE:** Integrated Family Safety Response Service

**4. REGION AND/OR LOCATION:** Child and Family Services- Moreton Bay

**5. OUR ORGANISATION:**

As one of the largest community service providers in Queensland, UCC exists to strengthen the lives of individuals, families and communities. Across Queensland we provide programs and services to support individuals and communities, children and families, youth and people living with disability. UCC also provides Lifeline crisis counselling and support services and operates Lifeline retail outlets. UCC has an annual turnover of \$175M and delivers services from over 250 service outlets engaging around 2,800 employees and 5,600 volunteers.

**6. OUR VALUES:**

UnitingCare Community acknowledges that people are informed by a variety of belief systems. Our 'Shared Values' are - *Compassion, Respect, Justice, Working Together, Leading through Learning*. Your commitment to our Shared Values through your actions, behaviour, practices and in achieving outcomes is a fundamental requirement of this role and key to working successfully in UnitingCare Community.

**7. OUR COMMITMENT:**

7.1. As part of UnitingCare Queensland, the mission of UnitingCare Community is to improve the health and wellbeing of individuals, families and communities as we: Reach out to people in need; Speak out for fairness and justice; Care with compassion, innovation and wisdom.

7.2. Towards Zero Harm principles drive the way we think about safety and safety is embedded in everything we do.

7.3. UnitingCare Queensland is committed to being a child safe, child friendly organisation and for all children who come into contact with our services we will provide welcoming, safe and nurturing services, prevent child abuse and neglect within our services and appropriately and immediately address child abuse and neglect if it does occur.

7.4. We believe in the strength of a diverse and inclusive workforce to help us achieve the best outcomes for our clients.

**8. PURPOSE OF POSITION:**

To undertake assessments, counselling, referrals and case reviews for a range of clients, including facilitating group programs for men who are referred due to their use of violence and abuse within their intimate relationships. The position also includes networking with the police and criminal justice sector and other agencies and services who work in the field of domestic and family violence.

**9. ACCOUNTABILITY:**

This role reports to: Service Coordinator

Delegation Level: Not applicable.

## **10. KEY RESPONSIBILITIES:**

- 10.1. Undertake assessments, counselling, referrals and case reviews for a range of clients, including provision of group programs for men who are referred due to their use of violence and abuse within their intimate relationships; and individual, face-to-face counselling.
- 10.2. Co-ordinate with other relevant agencies and services to ensure that a safe, holistic and integrated service is offered to families.
- 10.3. Prepare written and oral reports relating to:
  - a) Client matters (e.g. case notes, referrals, case reviews and case closure summaries).
  - b) Requests for client information from other involved agencies.
  - c) Statistical and administrative reports.
- 10.4. Advocate for clients, provide relevant referrals and liaise with other agencies when appropriate.
- 10.5. Develop and maintain networks with other relevant support and referral agencies.
- 10.6. Maintain ongoing professional development and supervision.
- 10.7. Maintain client information systems and data.
- 10.8. Undertake other duties as and when directed within the scope of the role and the capabilities of the incumbent.

## **11. SELECTION CRITERIA:**

- 11.1. Relevant tertiary qualifications (e.g. Human Services, Social Work or Psychology or similar) and a minimum of 2 years' of experience in a similar role.
- 11.2. Sound knowledge of and/or demonstrated ability to provide counselling and related services within a therapeutic context with a range of clients and issues including, but not limited to family violence, sexual abuse, child abuse, relationship discord and grief and loss.
- 11.3. Sound theoretical understanding and highly developed clinical skills in the areas of domestic violence and the effect of trauma and abuse on individuals and families, including children.
- 11.4. Sound knowledge of and/or demonstrated ability in facilitating groups in compliance with Department of Communities – QLD, Professional Practice Standards – Working with men who perpetrate Domestic and Family Violence.
- 11.5. Proven ability to work co-operatively within a multidisciplinary team in a complex human services environment.
- 11.6. Demonstrated high level of interpersonal, oral and written communication and advocacy skills.
- 11.7. Demonstrated commitment to personal/professional growth through supervision and participation in professional development and ongoing training.
- 11.8. Commitment to working within the beliefs, mission and values of UnitingCare Community and adhering to policies and organisational requirements and processes.

**12. ADDITIONAL REQUIREMENTS / INFORMATION:**

- 12.1. Current Drivers Licence - Presentation of a current Drivers Licence must be made before your appointment to the position can be confirmed.
- 12.2. Suitability Card for Child Related Employment (Blue Card) – All adults who work with people under 18 years in QLD are required to undergo a “Working with Children Check” under the screening provisions of the Commission for Children and Young People Act (2000). Presentation of a current Suitability Card must be made before your appointment to the position can be confirmed.
- 12.3. A criminal history check will be conducted on the recommended person for this position.
- 12.4. The successful applicant must be eligible to legally work in Australia and proof of eligibility may be requested.
- 12.5. In this position you are authorised to act on behalf of UnitingCare Community for the purpose of providing family counselling.

**13. APPROVED BY:**



**12/10/2016**

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**General Manager, South East, South West & North Coast**

**Date**