



## Family Counsellor Full-time Toowoomba

### Position Details

<b>Position:</b>	<b>Family Counsellor</b> Full time permanent position (75 hours per fortnight) with probationary period.
<b>Classification:</b>	SCHCADS Social, Community, Home Care and Disability Service Industry Award 2010 and the DVAC Certified Agreement 2017 Level 5.1 – 5.3
<b>Salary:</b>	\$41.88 - \$44.02 (hourly rate) or \$81,666 to \$85,839 pro rate per annum.
<b>Additional Benefits:</b>	Generous salary sacrifice package, 10% superannuation, Additional bonus leave, professional development budget, external supervision, EAP.
<b>Hours:</b>	Business hours are Monday to Friday 9am-5pm.
<b>Accountability:</b>	DVAC Board of Management, CEO, Service Manager, Team Leader and Staff Team

### Organisation information

#### Vision

Passionate Leaders creating freedom from gender violence.

#### Purpose

DVAC works with clients and communities to eliminate, prevent and respond to domestic and family violence, and sexual violence by:

- Collaboratively providing quality support services;
- Challenging social norms and structures that enable people to use violence/enable the use of violence;
- Building awareness and capacity within the community; and
- Encouraging egalitarian relationships.

#### Philosophy Statement

The Domestic Violence Action Centre (DVAC) has a long history in providing high quality services to women, children and young people who have experienced domestic and family violence in the Ipswich, Toowoomba and surrounding regions. DVAC works from a feminist perspective. We have a gender analysis of domestic violence that understands that domestic and family violence is a result of systemic power imbalances and inequalities. We acknowledge the many barriers that exist for women and their families as they seek safety and support, and that women from diverse backgrounds can face unique barriers. We are strong advocates for change on all levels. We actively stand against all forms of oppression (including racism, sexism, ableism, homophobia, and multiple other forms of oppression) and believe in the right of justice, equality and fairness for all.

We regard women as the experts over their own life and we see our work as a partnership that is respectful, transparent and accountable. We work from a relationship-based approach where we are committed to sharing information, validating choices and ensuring we provide a safe space that is always non-judgemental and supportive.

We aim to consistently apply the same set of values and principles to all levels of our work – with clients, with colleagues in our organisation, and in our valued relationships with other workers and organisations within the service sector. We aim for a high level of integrity in all aspects of our work and we welcome feedback and input from all those involved with our service.

Through high quality service delivery combined with education, training, awareness raising and activism against violence in all its forms, our hope is to use our passion as leaders to create a world free from gender violence.

### **The Organisation**

You will find detailed information about the organisation on our website [www.dvac.org.au](http://www.dvac.org.au)

### **Equal Employment Opportunities**

DVAC values diversity in our workforce, and as such encourages applications from women from Aboriginal or Torres Strait Island backgrounds. DVAC also encourages women from culturally or linguistically diverse backgrounds to apply for vacant positions. DVAC recognises and celebrates the unique benefits that employing a diverse group of women with a broad range of life experiences, brings to the organisation. DVAC has an exemption under Section 25 of the *Anti-Discrimination Act 1991 (QLD)* and it is a general occupational requirement that all applicants identify as female.

## Position Summary

The Family Counsellor (FC) is required to

- Provide counselling and support to children, young people and their non offending parent who are experiencing or have experienced domestic and family violence;
- Engage in short-medium term family therapy and/or group work with women, children and young people;
- Provide phone and face to face information and referral, crisis counselling, advocacy, risk assessment, safety planning and case management.

## Key Responsibilities and Outcomes

### **Service Delivery:**

- Provide specialist attachment and trauma informed family and individual counselling to women and their children (including adolescents) who have experienced or are experiencing domestic and family violence;
- Provide counselling and group work to children and young people who have experienced domestic violence and are using or are at risk of using violence in their intimate partner and family relationships;
- Participate in an on-call after hours roster for mobile outreach to women and children in motels or other temporary accommodation awaiting refuge;
- Undertake and/or participate in case coordination and case management of clients where required;

- Report risk management issues that may impact upon the safety and health of clients to the Counselling Team Leader (or Service Manager in her absence);
- Support and resource service providers in relation to any aspect of domestic violence;
- Liaise with other service providers regarding possibilities for collaboration in service delivery, particularly in relation to joint delivery of groups with all client groups;
- Liaise and work cooperatively with other workers within the service to ensure appropriate access, eligibility and support of clients in the service;
- Be responsible for minor financial delegations attached to the program ensuring fiscal liability within the appointed budget;
- Basic IT skills and proficient in working with Microsoft Office programs;
- Undertake administrative duties associated with direct service delivery and data collection.

#### **Staff Team:**

- Participate in the development of a supportive and safe working environment for all staff, including clear communication paths and consultative decision-making practices;
- Abide by the DVAC communication commitment and associated procedures in relation to respectful and direct communication;
- Actively prepare for, and participate in regular performance appraisals with direct line manager and Service Manager;
- Undertake internal and external professional supervision to ensure accountability of work practices and professional development in relation to the direct work with clients and organisational practices;
- Participate in support systems within the organisation including staff meetings, team supervision, staff appraisals, and informal contact; and
- Provide and receive peer support as a part of the staff team.

#### **Organisational Responsibilities**

- Participate in the identification of trends to inform appropriate service development including funding submissions;
- Ensure the provision of culturally, gender and age appropriate services to clients in accordance with service values and requirements;
- Advocate on behalf of the service within the funded area;
- Participate in the monitoring of legislative and policy developments;
- Participate in planning, policy development and other organisational activities;
- Participate in media activities where appropriate;
- Participate in completing program specific monthly written reports to the CEO and the Management Committee as well as completing data entry for quarterly reports for the funding body in consultation with the Service Manager;
- Participate in community engagement events on behalf of the organisation, such as those planned during Domestic and Family Violence Prevention Month & Sexual Violence Prevention Month;
- Participate in all internal Organisational and Board meetings as required;
- Comply and contribute to the established accountability systems in place in the organisation;
- All workers are required to work within the *Practice Standard for Working with Women affected by Domestic & Family Violence* developed by the Department of Communities Qld, the *Qld Government Interagency Guidelines for Responding to Adult Victims of Sexual Assault* and the *National Standards of Practice Manual for Services Against Sexual Assault*;
- Undertake any other duties as lawfully directed by Leadership.

## Accountability

The FC is required to work within the philosophy, objectives and policies of the organisation including:

- Working within a feminist framework;
- Working as a member of the staff team;
- Utilising consultative and collaborative processes.

The FC is ultimately accountable to the Service Manager but will also reports to the CEO and the Board as the employing body, however the immediate line of accountability is with the Counselling Team Leader. The FC will comply with the established processes for ensuring the transparency of all decisions and actions taken in the course of the work. The FC will also be accountable to the staff team and the consumers of the service.

## Preferred Qualifications and Experience

- Possession of relevant tertiary qualifications in psychology, social work or human services field;
- Demonstrated experience in family therapy, counselling & group work;
- Demonstrated knowledge, experience and or the opportunity to develop knowledge of Child development, trauma, attachment and the impact of trauma on child development;
- Experience and skills in working in community-based organisations utilising a feminist perspective and its application in working against domestic and family violence and sexual violence;
- Knowledge and skills to ensure the provision of culturally, gender and age appropriate services to clients;
- Current driver's licence and Blue Card;
- Working knowledge of the Domestic & Family Violence Protection Act 2012 and knowledge of court and legislative proceedings as they relate to the Act, and working knowledge of the Child Protection Act 1999 Qld;
- All DVAC staff are required to complete a National Police Check and Working with Children check upon successful offer of position.

## Personal Attributes

- Passion for working with children, young people and nonoffending caregiver to affect change;
- Ability to remain calm and make professional assessments under pressure;
- Well-developed interpersonal and communication skills to include negotiation, advocacy and conflict resolution;
- Ability to advocate while maintaining positive relationships with both stakeholders and colleagues;
- Ability to be organised, prioritise and manage time effectively in the face of multiple demands;
- Willingness to engage in honest, transparent, reflective and accountable practice;
- Values which match the values and the feminist ethos of the organisation.

## Applying for this position

Please send a current CV along with a no more than **2-3 page** expression of interest document addressing the below selection criteria to [liza@dvac.org.au](mailto:liza@dvac.org.au) using the subject line " Family Counsellor Full-time EOI"

The closing date is 04.05.20 by 9am

1. Utilising a feminist perspective, what is your knowledge of the issues affecting people who have experienced sexual violence.
2. Outline your practice framework and experience in providing trauma informed counselling and support to adults and young people.
3. Outline your experience and skills in developing and facilitating groups.
4. Outline your experience in building and maintaining positive working relationships and partnerships with clients, colleagues and stakeholders.
5. What strategies and skills do you employ to work autonomously and to prioritise competing demands, and in what contexts have you had to apply these strategies?
6. Outline your knowledge, experience and skills in administrative functions in a community-based organisation. Please include reference to computer skills, data management, written assessment, case-noting and report-writing.