

Position Description

Prevention of Violence Educator

Position No:	New
Business Unit:	Deputy Vice Chancellor (Students)
Division:	Health, Wellbeing and Inclusion
Department:	Strategy, Prevention and Education HEO7
Classification Level:	
Employment Type:	Full-time, Continuing
Campus Location:	Melbourne (Bundoora)
Other Benefits:	http://www.latrobe.edu.au/jobs/working/benefits

Further information about:

La Trobe University - <http://www.latrobe.edu.au/about>

Position Purpose

This position aims to foster a safe, inclusive and respectful University and Residential living environment through education, training and engagement initiatives. The incumbent will be proactive in setting a positive and respectful campus culture by using community organising and development approaches. They also will be responsible for implementing educative outcomes in student conduct matters, drawing on respectful relationships, mediation, conflict resolution and restorative justice frameworks.

The position is located within the Strategy, Prevention and Education Services and will work closely in a team of health promotion and primary prevention practitioners. This position reports to the Senior Manager, Strategy, Prevention and Education.

Duties at this level will include:

- Oversees student leadership training and development, including the Living at La Trobe residential leadership program.
- Plan, develop and deliver a suite of education and awareness initiatives on respectful relationships, including implementing educative outcomes in student conduct matters.
- Develop a range of accessible online content and resources which improves student's knowledge on sexual assault, sexual harassment, consent, , sexism, discrimination, bullying and bystander action.
- Plan and deliver a suite of training and education that contributes to a respectful culture for residents. Supports the strategic development of proactive initiatives to support student conduct across La Trobe's campuses.
- Develop and deliver regular engagement and outreach activities and campaigns to foster a safe and inclusive environment and to upload University's policy, regulations and values.
- Review and evaluate education and primary prevention initiatives, including the establishing an evaluation models, indicators, collection and interpretation of data.
- Coordinate the delivery of a range of workshops and development opportunities relating to the Alcohol and Other Drugs and mental health.
- All other duties as directed.

Essential Criteria

Skills and knowledge required for the position

- Completion of a degree in either community development, health promotions, gender studies, sociology or education with at least four years of subsequent relevant experience; or an equivalent combination of relevant experience and/or education/training,
- Excellent interpersonal skills, especially the capacity to work collaboratively and cooperatively in small teams.
- Demonstrated organisation and problem solving skills, with an ability to manage several different projects concurrently.
- Demonstrated skills in research, evaluation or interpretation of data.
- Demonstrated ability to form a detailed knowledge of academic and administrative policies and the interrelationships between a range of policies and activities.
- Ability to develop innovative methodologies or take a leading role in the application of proven techniques involving considerable theoretical and technical sophistication.
- Demonstrated ability to manage multiple stakeholders to achieve stated outcomes.
- Demonstrated contemporary knowledge in respectful relationship education, taking a whole of University approach.

- Demonstrated ability to develop, deliver and evaluate programs and education initiatives relating to the prevention of gender-based violence.
- Demonstrated computer literacy skills including the use of online Learning Management Systems (LMS).
- Commitment to evidence-based practice of violence prevention , respectful relationship education and threat assessment management.
- Demonstrated high level of self-motivation and personal management skills, including effective time management, ability to work autonomously, strategies to successfully balance priorities, and positive self-care.
- Demonstrated knowledge of policy, reporting and legislative requirements associated with the discipline.

Capabilities required to be successful in the position

- Ability to work collaboratively, demonstrate inclusivity and tailor communication in a way that is meaningful to the audience – consistently modelling accountability, connectedness, innovation and care.
- Demonstrated creative and critical thinking, ability to generate ideas to solve local problems and recommend improvements to current work practices.
- Ability to align individual and University goals and create a safe, inclusive, high-performing culture – modelling and enabling accountability, connectedness, innovation and care.

Essential Compliance Requirements

To hold this La Trobe University position the occupant must:

- hold, or be willing to undertake and pass, a Victorian Working With Children Check; AND
- take personal accountability to comply with all University policies, procedures and legislative or regulatory obligations; including but not limited to TEQSA and the Higher Education Threshold Standards.

Other Information

The position description is indicative of the initial expectation of the role and subject to changes to University goals and priorities, activities or focus of the job.

Position Flexibility

La Trobe University is committed to providing a diverse, inclusive and respectful working environment for all staff. We offer flexible work arrangements that can assist you in balancing your work and other responsibilities.

La Trobe Cultural Qualities

Our cultural qualities underpin everything we do. As we work towards realising the strategic goals of the University we strive to work in a way which is aligned to our four cultural qualities:

- *We are **Connected***: We connect to the world outside — the students and communities we serve, both locally and globally.
- *We are **Innovative***: We tackle the big issues of our time to transform the lives of our students and society.
- *We are **Accountable***: We strive for excellence in everything we do. We hold each other and ourselves to account, and work to the highest standard.
- *We **Care***: We care about what we do and why we do it. We believe in the power of education and research to transform lives and global society. We care about being the difference in the lives of our students and communities.

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Initials: Date:

