



POSITION DESCRIPTION

Position	Family Violence Senior Case Worker	Position Number	Wst133
Reports to	Family Violence Team Leader	Direct Reports	Nil
Status	Ongoing	Time Fraction	Full Time
Award	SCHADS Level 5	Locations	VACCA Werribee Office

OUR VISION

Aboriginal self-determination – Live, Experience and Be.

OUR PURPOSE

Supporting culturally strong, safe and thriving Aboriginal communities.

POSITION SUMMARY

The Family Violence Senior Case Worker provides holistic case management to Aboriginal and Torres Strait Islander women and their children who are experiencing family violence in the Western Melbourne and Brimbank Melton areas. They will build positive relationships and networks with relevant Aboriginal and non-Aboriginal organisations and services to ensure that appropriate referrals and supports are put in place.

The Worker will carry an allocated caseload of clients providing outreach and case management support. Senior case worker will support the operation of the Family violence case management team when Team Leader is away and will provide support to the team.

KEY RELATIONSHIPS

Internal:	Executive Manager, Executive Manager (Regions), Senior Programs Manager, Program Cultural Connections Manager, Family Violence Principal Practitioner, and all other Family Violence Staff
External:	The Orange Door, Safe steps, GenWest, Berry Street, Department of Families, Fairness and Housing (DFFH) and other relevant services critical in delivery a response to the clients of the Family Violence program.

KEY SELECTION CRITERIA

ESSENTIAL

- Commitment to and understanding of the values that underpin VACCA' vision and purpose
- Awareness and appreciation of Aboriginal societies and cultures, along with awareness of the key issues which impact upon Aboriginal communities, and commitment to continually build knowledge in this area.
- Demonstrated experience and understanding of family violence issues and the impacts on women, children and families
- The ability to apply flexible, non-judgmental and empowering approach to service delivery



- Knowledge of local family violence programs, accommodation, legal, health and community services within the region – or the ability to acquire that knowledge.
- Demonstrated positive working relationships with other agencies in a service network, and experience with shared casework, or group work.
- Demonstrated ability to work independently and as a collaborative team member in a challenging environment.
- Demonstrated competencies in the application and use of Microsoft word applications and other data systems.
- Demonstrated interpersonal skills, sound verbal and written communication skills including the ability to prepare reports, submissions and other relevant documents.
- A thorough understanding of the issues relating to confidentiality and mandatory reporting provisions.

REQUIREMENTS

- A tertiary qualification in Social Work, Psychology, welfare or a related discipline is desirable.
- You must have and continue to hold a full Victorian Driver's Licence; a current employment Working with Children Check card and a National Police Check.
- Current COVID 19 vaccinations (minimum two doses and booster shot as applicable)

DESIRABLE

- Knowledge of the Family Violence Protection Act 2008 and the MARAM Framework including FVISS and CISS.

POSITION ACCOUNTABILITIES

Direct Service Delivery

- Provide regular and ongoing contact with women and children at locations where they are most comfortable and safe.
- Coordinate the casework plan from initial contact, assessment, case planning and review and exit planning.
- Undertake a comprehensive risk assessment as part of the initial assessment and then periodically as required.
- Develop and review a comprehensive safety plan with women and their children.
- Advocate for women and children to promote access to required services.
- Provision of intake, court support, secondary consult and on call work.
- Group work Administration as required.
- Accurate record keeping, including case notes, completed forms and reports as required according to program guidelines and agency registration obligations.
- Case management and maintenance of client files in line with legislative and policy requirements.
- Maintain accurate statistical data using organizations current data systems as required by VACCA and Department of Health and Human Services.
- Attend regular team meetings and other forums as required.



- Undertake other duties as directed.
- Support the team with complex cases.
- Support the team while team leader is unavailable.
- Supporting new recruits with their learning and development.

Program Development

- Establish effective working relationship with partner agencies providing services and support for women and children who have experienced family violence.
- Participate in local, regional and other network meetings encompassing issues and current initiatives addressing family violence.
- In conjunction with other team members undertake program promotion, presentations, community education and training activities.
- Lead and assist in the development and implementation of new projects or initiatives relevant to supporting women and children who have experienced family violence.

Relationship Management

- Proactively engage and build relationships across VACCA and with external stakeholders

HEALTH, SAFETY & WELLBEING

- Ensure compliance with the OH&S Act and VACCA policies.
- Contribute positively and proactively to team and organisation wide OH&S activities.

QUALITY & CONTINUOUS IMPROVEMENT

- Ensure compliance with legislation, contract and policy requirements in your day-to-day work to meet the organisation's audit, contract and registration obligations.
- Proactively apply your specialist knowledge in the review and maintenance of policies, systems and processes.
- Continue the development of a culturally strong and positive working environment using a continuous improvement approach.

ADDITIONAL INFORMATION

We are committed to Aboriginal self-determination and supporting strong, safe, thriving Aboriginal communities and aim to ensure every individual is treated with dignity, honouring all cultural backgrounds, abilities, ethnicities, sexual orientations, gender identities and spiritual beliefs.

VACCA is a child-safe organisation and is committed to ensuring the safety and wellbeing of children and young people with zero tolerance for child abuse. All successful applicants will be required to undertake a National Police Record Check and Working with Children Check prior to commencement of employment and periodically following commencement.

VACCA is an equal opportunity employer and has a smoke-free workplace policy.



This position is designated under the Multiagency Risk Assessment and Management framework (MARAM) Identification (Tier 1) level which requires mandated MARAM comprehensive training and responsibilities.