
About Us

Anglicare Victoria works with children, young people, individuals, and families. We prevent harm and empower people to overcome challenges and achieve their full potential.

We believe in families and know that with access to the right support every family can grow and achieve their goals.

We work with families towards positive change. Whether it be a helping hand in a time of crisis or providing longer-term support and care. We partner with local communities, the private and public sectors, and our donors to deliver better results.

Supporting tens of thousands of Victorians every year, our 2000+ staff and volunteers operate from more than 90 sites across the state, as well as delivering assistance online, at home and in the community. We are Victoria's largest provider of Out of Home Care and Family Services, and one of Australia's most innovative agencies in working with vulnerable children youth and families.

Family Violence

We provide and partner to deliver a range of protection and recovery services addressing both adult family violence and adolescent family violence, with a primary focus on the safety of women and children. Whenever issues of violence or abuse arise in families, the first step is to ensure that every family member is safe and protected from harm. Once that is achieved, counsellors and support workers can educate and equip families with new skills to help them move forward in a positive way. Family Violence services include office based, outreach, in-home, tailored, group work and a holistic approach for the whole family that aims to achieve better outcomes for families, in promoting the best interests of children. Individual and family work is complemented by group work where appropriate, and strategies to both engage families with their communities, as well as for communities to be more responsive to the needs of children and their families.

We also work with persons using family violence, with a focus on holding them accountable for their behaviour, keeping them visible and linking them to support services to support and foster change. We strive to provide an integrated service; the programs work in partnership with a range of other internal and external key stakeholders and programs. Our services are accessible, safe, and welcoming to people, providing quick and simple access to the support and safety they need.

Position Specifications

The below outlines some specifics about the position:

Service Stream/Function:	Family Violence
Program:	Men's Behaviour Change, Caring Dads, TRAK Forward, A Better Way, Family Safety Contact
Reports To:	Team Leader
Direct Reports:	May supervise less experienced employees and students
Internal Stakeholders:	Employees, Managers & Executive
External Stakeholders:	Partner Organisations, Contractors, Government, Community Groups, Clients
Classification:	SCHADS Level 6

About You (Key Selection Criteria)

Qualifications/Licences

Required:

- A relevant tertiary degree in Social Work, Psychology, and/or related behavioural sciences at with substantial experience, post graduate qualification or associate diploma with substantial experience, attained through previous appointments, service and/or study with a combination of experience, expertise and competence sufficient to perform the duties required at this level:
 - *Based on specific Program requirements qualifications may need to align with the Mandatory Minimum Qualification Requirements for Specialist Family Violence Workers (Recommendation 209) or you are committed to working towards obtaining the required qualifications. Where this is a requirement, it will be clearly stated in the recruitment advertisement for the role.*

Desirable:

- Full Victorian Drivers Licence.

Knowledge and skills

- Significant experience in working with perpetrators who use family violence, in line with Frameworks and Program requirements.
- Experience in providing case management and/or counselling services where family violence is the predominant factor.
- Demonstrated experience in family violence informed risk assessments with an all of family approach.
- Significant knowledge and experience, in applying models of contemporary approaches in the Family Violence field, with strong knowledge and skills in working with men and child and family-based approaches.
- Demonstrated ability to collaboratively work to respond to the needs of children, youth and families experiencing family violence and vulnerability concerns.
- Significant experience in following legislative and policy guidelines, seeking information from multiple sources to inform assessment of risk and planning.
- Demonstrated experience in working with people from broad cultural backgrounds and significant competence in culturally safe practices.
- Understanding and application of MARAM, Family Violence Information Sharing Scheme (FVISS), Child Information Sharing Scheme (CISS), information security and privacy policies and requirements.
- Ability to contribute and support the implementation and development of family violence programs and models in an evolving process of design, ensuring we evolve to meet the needs of the community in line with the reform objectives.
- Highly developed skills in respect to communication; advocate, liaise and collaborate for better outcomes, including managing internal and external stakeholders.

Personal Qualities

- **Initiative and responsibility:** identify and share ideas for improvement with the team to increase effectiveness of how we work collectively and individually and take responsibility for own work and actions.
- **Drive and commitment:** ability to lead with best practice and set a high standard; motivated and positive approach to new challenges.
- **Teamwork and collaboration:** ability to support and promote a positive team culture of collaboration, inclusiveness, and respect.
- **Resilience:** the ability to maintain best practice while working under challenging circumstances such as working with those exposed to significant trauma.
- **Self-Development:** the desire to continually develop, inquire and learn through on-the-job experiences, exposure through participating in events, mentoring and education.

Your Contribution (responsibilities)

The key contributions in the role are outlined below:

Role Specific

- Co-ordinate and undertake intake and risk assessments by assessing client suitability, providing information about the service and other services appropriate to client needs, the scheduling and allocation of referrals to assessment workers and liaison with referring agencies.
- Review client referral, assessment, relevant partner contact information, and program participation to provide on-going risk management and safety plans including the provision information to other relevant services in accordance with the new information sharing legislation.
- Provide individualised therapeutic support, counselling or case management including a tailored response with the aim of supporting men to stop their violence in the family and to develop responsible and respectful relationships.
- Develop and oversee personalised intervention service delivery plans, for men that could include a mix of individual and small group service delivery modes.
- Facilitate Men's Behaviour group programs with the purpose of stopping violence in the family and supporting men to develop responsible and respectful relationships and provide group summaries and participant completion reports as appropriate.
- Provide Family Contact support to family members impacted by men's family violence.
- Work with the Family Safety Contact team to provide support and recovery plans to family members impacted by men's family violence.
- Engage and work with the father to change his behaviour, reduce the risks of further violence, and address the harmful impact on his children's wellbeing and family functioning.
- Communicate any concerns regarding safety raised in both group, family or individual work in a timely manner with your Manager. And ensure the provision of safety information to other services, in accordance with information sharing legislation.
- Provide expert advice to practitioners on working with men who have used or use Family Violence, support practitioners' knowledge and development by mentoring and consultation.
- Provide regular client progress evaluations based on individual goals and program requirements
- Deliver a culturally safe and healing family-focused approach, working closely with Aboriginal agencies as appropriate.
- Undertake individual mid program reviews and exit interviews with male participants as required in line with practice guidance.

- Work with the wider community to support cultural healing and community engagement for the father and his children.
- Work within the Safe and Together principles and model including perpetrator mapping and support the father to address any underlying drivers and intersecting factors such as intergenerational trauma, cultural trauma.
- Carry a level of responsibility in decision making to ensure the team effectively identify, assess, and prioritise risk and needs of women and children, families and perpetrators, drawing on the expertise of different practitioners in a multi-disciplinary team, including consultations with Team Leaders and Practice Leaders where required.
- Provide mentoring and support to less experienced employees and support student placements.
- Provide support to the team to ensure the effective resolution of stakeholder issues.
- Assist the team leader with the program development and ensure compliance with Government or departmental Standards this includes continuous improvement strategies, program planning, adherence to the Quality Assurance Strategy, program evaluation, client outcomes measurement and program review.
- Providing day to day support to the Team Leader in supporting the effective delivery of services, including managing escalated issues from clients or key stakeholders, assigning, and reviewing workloads, supporting capability development for the team, supporting governance requirements including audits and following up on operational issues delegated by the Team Leader.
- Act up opportunities for the Team Leader as agreed.
- Proactively engaging with internally and externally with other service providers and agencies in order to promote integration of the service in the community and also to enable the development of best practice in the field, including consultation, participation or facilitation of networks as appropriate.
- Drafting and undertake evaluation on service in consultation with the Team Leader or Program Manager, utilising data available, client or carer stories and environmental themes/issues impacting or contributing to services or client's presentation for services.

General

- Ensure familiarity and compliance with all governance, policies, and procedures.
- Adhere to all legislation, program requirements and relevant procedures relating to service provision.
- Undertake mandatory training within the required timelines. Participate in other training and development opportunities to ensure all necessary qualifications, skills, certificates, and clearances are obtained to meet the position requirements.
- Maintain appropriate and accurate case notes, records, reports and data-input, in line with the service area and function/position requirements.
- Attend client meetings, team meetings, workshops, and conferences, as required.
- Ensure privacy and confidentiality is always upheld.
- Professionally represent AV and our services at forums, meetings, and training with external agencies.
- Contribute to the development of continuous improvement and initiative strategies.
- Embrace and use new ways of working to enhance collaboration, effectiveness, and outcomes.
- Individuals may be required to undertake reasonable travel, as part of their position or duties.

Our Commitment to Health, Safety & Wellbeing

AV is committed to ensuring the health and safety of its employees and any other individuals present in our workplaces.

All AV employees, contractors and volunteers are required to:

- take reasonable care for themselves and others who may be affected by their acts or omissions
- contribute to, and be involved in, the organisation's ongoing management of health and safety activities, including consultation
- follow all workplace health and safety policies and procedures implemented
- participate in relevant health and safety training and inductions based on roles and responsibilities.

Our Commitment to Inclusion

AV strives to be an inclusive, safe and responsive organisation that promotes diversity and actively supports inclusion for people and communities identifying as, but not limited to Aboriginal and Torres Strait Islander, LGBTIQA+, people with disabilities, people from diverse cultural, racial and linguistic backgrounds, people of all ages, people with caring responsibilities, and people with diverse religious beliefs or affiliations and people with lived/living experience of services similar to those delivered by AV.

All AV employees, contractors and volunteers are required to:

- take reasonable care to respect differences, to foster a workplace that is safe, healthy, positive, supportive, and free from all forms of harassment, bullying and discrimination.
- undertake all interactions with clients, families and co-workers in a culturally sensitive manner and take appropriate account of cultural, racial and linguistic diversity.
- address any unacceptable behaviour witnessed or experienced within the workplace directly with the individual/s responsible, if safe to do so or report to a relevant Supervisor or Manager.
- participate in and contribute to training, events and learning opportunities to celebrate differences, increase awareness and understanding of diversity, equity, and inclusion; and
- raise concerns and or complaints in a constructive manner, including identifying possible solutions.

Our Commitment to Child Safety

AV is committed to protecting children and young people from all forms of harm and abuse.

As an employee you are required to report any concerns raised by, or on behalf of, children and young people in accordance with mandatory reporting, reportable conduct, and incident management procedures. Everyone at AV has a role to play in keeping children and young people safe.

Employment Screening and Required Certificates

Anglicare Victoria conducts safety screening practices for all preferred applicants. Safety screening must be satisfied prior to formal offers of employment being made and must be kept current to ensure ongoing employment. These include but are not limited to:

- an Australian Criminal History Check,
- an International Criminal History Check for those who have lived outside of Australia for longer than 12 months within the last ten years,
- a Current Employee Working with Children Check,

The responsibilities listed within this document have been identified as the primary functions of the position. Additional responsibilities not listed may be required; these may change from time to time to reflect the needs of our clients and the service but will remain at the same level of responsibility aligned to this position.