

## Position Description

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Program Name	The Orange Door
Region	East
Location	Outer East
Position Title	Team Leader (Men's)
Award and Classification	SCHADS Level 7
Engagement Details	Full Time Permanent
Reports to	Orange Door Program Manager

## Overview of the Program

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The Orange Door offers help and support to women and children experiencing family violence as well as vulnerable families who need help with the wellbeing and development of their children. The program helps to connect people directly to services and provide a coordinated response to a range of different needs. The Orange Door also works with perpetrators of family violence, with a focus on holding them accountable for their behaviour and linking them to support services to support and foster change.

The Orange Door has a whole of family, integrated approach. It delivers a fundamental change to the way we work with women, children and families, and men by providing a more visible contact point so that people know where to go for specialist support. As an integrated service, the program works in partnership with a range of other internal and external key stakeholders and programs. All Orange Door staff will work side by side with staff from other organisations as part of a matrix management framework.

The Orange Door is accessible, safe and welcoming to people, providing quick and simple access to the support and safety they need.

## Position Summary

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The overall aims and objectives of this position will be to:

- Be responsible for the management and coordination of an Integrated team of Senior Practitioners and Practitioners from multiple specialist areas and partner organisations;
- Be responsible for the support, mentoring and development of Anglicare Victoria Senior Practitioners and Practitioners;
- Provide practice guidance and leadership to Orange Door Senior Practitioners and Practitioners across the Orange Door in the delivery of program requirements;
- Maintain the quality of service provided to people accessing the Orange Door for support;
- Maintain positive relationships with partner organisations and develop new relationships with key agencies;
- Prioritise the safety of victim survivors and children using a gendered understanding of family violence and an understanding of child and family vulnerability;
- Work collaboratively as part of an integrated practice approach to respond to the needs of children, young people and families experiencing family violence and vulnerability concerns;
- Following legislative and policy guidelines, seek information from multiple sources to inform assessment of risk and planning.

## Position Specific Responsibilities

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The key responsibilities of the role will require the team leader to:

- Work within a specialist Men's/Perpetrators discipline within an Integrated Practice Framework to support a team to deliver Hub services;
- Work within a matrix management framework to lead a team working across all disciplines of family violence support;
- Support the day to day operations within the OD in line with the Operational Guidelines, Service Specifications and relevant risk assessment tools, frameworks, policies and legislation;
- Work in collaboration with the OD Practice Leaders, Team leaders and Practitioners to facilitate service delivery, decision making, consultation, risk and need assessment and case direction;
- Provide leadership and support to OD practitioners and regular supervision;
- Coordinate the movement of clients through the system, in collaboration with the OD Leadership team, including (but not limited to) maintaining cover on duty rosters, managing daily case allocation and closures and monthly allocations to Core Services;
- Build capability of OD practitioners to deliver Orange Door services by mentoring and developing staff in case practice with behaviours integral to ethical practice;
- Provide regular supervision and annual appraisals for Anglicare Victoria staff and case consultancies within a strengths-based framework;
- Ensure relevant key performance measures and timeframes are met, along with Quality and DHHS Standards;
- Provide specialist practice knowledge regarding working with Perpetrators of Family Violence, including assessment of risk and the formation of safety plans, engagement and connection to relevant support services.

## Occupational Health & Safety Responsibilities

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

All Anglicare Victoria employees, contractors and volunteers are required to:

- take reasonable care for their own health and safety and for that of others in the workplace by working in accordance with legislative requirements and the company's OHS policies and procedures;
- take reasonable care their actions or omissions do not adversely affect the health and safety of themselves and others;
- cooperate with any reasonable directions, policies and procedures relating to health and safety in the workplace;
- report all injuries, illness or 'near misses' to their Supervisor or Manager;
- participate in relevant health and safety training and inductions based on roles and responsibilities;
- as required, participate in the development and implementation of specific OHS hazard and risk management strategies.

## Key Selection Criteria

### Required Qualifications

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A relevant tertiary qualification in Social Work, Psychology, Early Childhood Specialist and/or related behavioural sciences at degree level.

Qualifications must align with the Mandatory Minimum Qualification Requirements for Specialist Family Violence Workers (Recommendation 209).

### Skills and Capability

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- A learning mindset and a commitment to improvement and professional development;
- A commitment to best practice and work towards the best possible outcomes;
- An ability to work collaboratively and build strong, authentic and supportive working relationships along with a clear concept of the culture required to achieve integrated practice along with the ability to deliver innovative practices that enhance integrated practice and promote quality standards;
- Experience working with children and families experiencing complex needs and risk issues in any of the following service areas: Family Services, Child Protection, Family Violence, Disability, Housing, Mental Health and/or Alcohol and Other Drugs;
- Extensive experience in the supervision of staff, strong problem solving skills and extensive experience in the development of effective team work skills;
- Resilience to work with and support clients who have been exposed to trauma;
- Demonstrated ability to identify, assess and prioritise risks and needs of clients in a whole of family approach;
- The ability to recognise and identify limits of own expertise and to seek advice or refer clients to other specialists.

### Employment Screening and Required Certificates

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Safety screening is conducted by Anglicare Victoria for all preferred applicants. Safety screening must be satisfied before formal offers of employment can be made and must be kept up to date to ensure ongoing employment.

These include but are not limited to:

- Full Victorian Drivers Licence.
- An Australian Criminal History Check.
- An International Criminal History Check for those who have lived outside of Australia for longer than 12 months in the last 10 years.
- A Current Employee Working with Children Check or willingness to undertake application.
- Evidence of COVID vaccination status.

### Conditions of Employment

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Salary and conditions are in accordance with the Social, Community, Home Care and Disability Services Industry Award (SCHADS) 2010. Salary packaging is offered with this position.

All offers of employment at Anglicare Victoria are subject to a six month probationary period. The staff member will be asked to participate in an annual performance review linked to objectives set out for the position.

All offers of employment are subject to satisfactory screening including but not limited to, a Criminal History Check, a current Driver's License and an Employment Working with Children Check prior to commencement.

The responsibilities stated reflect the primary functions of the position and should not be viewed as an exhausted list of duties as these may change from time to time to reflect the needs of clients and the service but will remain at the same level of responsibility.

Following a comprehensive risk assessment, all employees of AV have been assessed as being at risk of exposure to COVID-19 in their role, and are therefore required to be vaccinated against COVID-19, including proof of booster shots (unless a valid medical exemption is in place), in line with AV's COVID Vaccination Policy.

### **Acceptance of Position Description Requirements**

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To be signed upon appointment.

I have read and understand the position as detailed.

Name:

Signature:

Date:

**BETTER  
TOMORROWS**