

# Position Description

<b>Title</b>	Specialist Pastoral Care Practitioner
<b>Business unit</b>	Mission and Ethos Team
<b>Location</b>	211 Chapel Street Prahran with frequent travel to Uniting sites across Victoria and Tasmania
<b>Employment type</b>	Full time   Ongoing
<b>Reports to</b>	Manager, Mission and Ethos

## About Uniting

Uniting Vic.Tas is the community services organisation of the Uniting Church. We've been supporting people and families for over 100 years. We work alongside people of all ages in local communities in Victoria and Tasmania. Our services reach to Albury-Wodonga in the north, Mallacoota in East Gippsland, the Wimmera region in the west, and across Tasmania.

We empower children, young people and families to learn and thrive. We're there for people experiencing homelessness, drug and alcohol addiction or mental illness. We support people with disability to live the life they choose. We assist older people to maintain their independence and enjoy life. We provide opportunities to access training and meaningful employment. We're proud to welcome and support asylum seekers to our community. We work to empower people with the information, skills and tools they need to live a healthy, happy life.

As an organisation, we work in solidarity with Aboriginal and Torres Strait Islander people as Australia's First Peoples and as the traditional owners and custodians of this land.

We celebrate diversity and value the lived experience of people of every ethnicity, faith, age, disability, culture, language, gender identity, sex and sexual orientation. We welcome lesbian, gay, bisexual, transgender, gender diverse and non-binary, intersex, and queer (LGBTIQ+) people at our services. We pledge to provide inclusive and non-discriminatory services.

**Our purpose:** To inspire people, enliven communities and confront injustice

**Our values:** We are imaginative, respectful, compassionate and bold

### 1. Position purpose

The Specialist Pastoral Care Worker will provide trauma-informed pastoral care and wellbeing opportunities to staff and volunteers across Victoria and Tasmania, initially with a focus on transgender, gender diverse and non-binary (TGDNB) identifying community members, then the broader LGBTQIA+ community, and extending more broadly to other priority cohorts in Uniting's workforce.

### 2. Scope

**Budget:**

*nil*

**People:**

*nil*

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### 3. Relationships

- Internal Pastoral care team
- Uniting's staff in designated LGBTQIA+ roles
- Rainbow Working Group and Pride Network, Employee Resource Groups or similar
- Uniting's Diversity, Equity and Inclusion team
- Uniting's Aboriginal Cultural and Reconciliation Advisor
- Managers and Staff across Uniting
- Church Engagement Worker(s)

#### External

- Spiritual Care Australia and Victorian and Tasmanian peak bodies
  - Uniting Church Chaplaincy and Spiritual Care networks
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### 4. Key responsibility areas

#### Service delivery

##### Provide high quality, trauma informed pastoral care to Uniting staff:

- Develop and maintain trusted relationships in which staff identifying as Transgender, Gender Diverse and Non Binary (TGDNB) are affirmed, valued and empowered for personal and spiritual growth
- Develop and implement group programs, initially focused for TGDNB staff wellbeing, based on best-practice methodologies and an intersectional approach, then extended across equity cohorts
- Develop online opportunities for individual and group pastoral care conversations with staff and volunteers across Victoria and Tasmania, utilising various technology channels e.g. over the phone, email, SMS, video conferencing, with particular focus on supporting Uniting's priority cohorts
- Facilitate face to face meetings as required at Uniting locations across Victoria and Tasmania
- Provide pastoral care and debriefing opportunities during traumatic incidents, as appropriate for the level of expertise
- Identify and promote internal and external systems for support, advocacy and referral for staff as required
- Contribute to a refreshed pastoral care practice framework
- Provide pastoral care during change processes for Uniting's workforce, as requested by Manager
- Maintain confidentiality of those seeking pastoral care as far as possible and within legislative requirements
- Provide feedback regarding Uniting policies, processes, systems and platform where they are impacting staff
- Contribute to the implementation of Uniting policies, processes, systems and platforms (including technology) to ensure efficiency of the wider organisation

#### Consumers:

- Develop trusted relationships, within a professional care framework, with consumers in Youth Residential Accommodation facilities, with particular attention to residents within the TGDNB community
- Ensure that all record and reporting mechanisms are maintained accurately and completely

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#### Quality and Risk

- Monthly supervision with manager, including identification of hotspots, areas of risk and concern
- Maintain awareness of and fulfill responsibilities, authorities and accountabilities as defined by Uniting's health, safety and wellbeing management systems
- Participate and comply with all quality management systems and processes.

#### Personal accountability

- Compliance with Uniting's values, code of conduct, policies and procedures and relevant government legislation and standards where relevant.
- Cooperate to actively ensure the safety, protection and well-being of children who come into association with us.
- Ensure appropriate use of resources.
- Work collaboratively with Uniting (Victoria Tasmania) employees and external stakeholders in accordance with Uniting's values and professional standards of behaviour.
- Actively participate in initiatives to maintain, build upon and promote a positive and collaborative workplace.
- Identify opportunities to integrate and work collaboratively across teams.
- Take reasonable care for your own health and safety, and health and safety of others (to the extent required).
- Promote a positive safety culture by contributing to health and safety consultation and communication.
- Promptly respond to and report health and safety hazards, incidents and near misses to line management
- Attend mandatory training sessions (i.e. equal employment opportunity, health, and safety) and mandatory training specific to position.
- Declare anything that you become aware of through the course of your engagement which may impede your suitability to work with children and/or young people.
- Declare any potential or actual conflict of interest that you become aware of through the course of your engagement:
  - Based on a relationship with a current member of Uniting's workforce
  - Based on my ongoing work with another organisation

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## 5. Performance indicators

- Staff are provided high quality trauma informed pastoral care
- Feedback from staff confirms your contribution
- Feedback from colleagues and management indicates ongoing improvement and development
- Uniting's health and wellbeing indices confirm the impact of the role.
- Uniting's Diversity, Equity and Inclusion team are informed of recurring themes and broader issues through de-identified data

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## 6. Person specification

#### Qualifications

- Minimum Diploma level in Social Work, Youth Work, Counselling or Community Services, with a focus on working with LGBTQIA+ communities, or industry equivalent
- Certificate IV or higher in Chaplaincy and Pastoral Care

#### Experience

- Experience working in trauma-informed pastoral care / counselling practice

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- Experience developing, implementing and evaluating models of group pastoral care and support and wellbeing among vulnerable communities
- Experience working in community service organisation will be highly regarded

#### Core selection criteria

- **Lived experience:** People with lived experience in the LGBTQIA+, First Nations, Culturally Diverse or Disability communities are strongly encouraged to apply
- **Values alignment:** ability to demonstrate and authentically promote Uniting's values
- **Advocacy and support:** demonstrated willingness to champion Uniting's commitment to the LGBTQIA+ community
- **Willingness to travel:** Willingness and capacity to undertake frequent travel across Victoria and Tasmania
- **Commitment to Child Safety:** Demonstrated ability to provide safe environments for children and young people and protect them from abuse and neglect.
- **Contemporary approaches to Pastoral Care:** Ability to articulate and work towards contemporary approaches to trauma informed pastoral care.

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#### 7. We are a child safe organisation

Uniting is a child safe organisation and is committed in everyday practice to ensure the safety and wellbeing of all children, at all times. As a child safe organisation, employment with Uniting is subject to a satisfactory national (and international where relevant) police check and relevant Working With Children Check (and NDIS Worker Screening Check where relevant) to your State prior to commencement of any paid or unpaid work and/or participation in any service or undertaking.

**This position description is subject to review and may change in accordance with Uniting's operational, service and consumer requirements.**

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