

Position Description

Title	Family Violence Case Worker [Active Holding]
Business unit	Children, Youth & Families
Location	51 Princes Highway, Dandenong, Victoria 3175 and other locations as required
Employment type	Part time Maximum term to 30 April 2025
Reports to	Team Leader - Family Violence Services

About Uniting

Uniting Vic.Tas is the community services organisation of the Uniting Church. We have 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 are 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 are 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 Family Violence Case Management Program provides specialist family violence support and case management to women and their children experiencing family violence, to assist them in addressing the impact of family violence and supporting them in their recovery and wellbeing. The program uses an 8-week intervention model that incorporates risk assessment, safety planning and various forms of support such as outreach, psychoeducation, advocacy and referral.

The Family Violence Case Worker will be required to complete risk assessments using the Multi-Agency Risk Assessment and Management (MARAM), ongoing assessments for children and families using the "Best Interests" framework, and develop family action and safety plans in collaboration with families.

The Case Worker will work closely with their team leader and senior case managers to provide immediate case work responses to individuals and families impacted by family violence, active holding, short term case work, advocacy, support, and referrals to other services.

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They will also develop relationships with key agencies (including DFFH Child Protection). Through child centred, family focused service delivery; they will assist families to provide effective parenting and a stable environment to promote the safety, wellbeing, and healthy development of the children.

2. Scope

Budget: nil

People: nil

3. Relationships

Internal

- Uniting Southern Leadership Team
- Team Leader, Family Violence Services
- Family Violence Services Colleagues
- Other Uniting staff

External

- Department of Families, Fairness and Housing (DFFH)
 - Family Safety Victoria
 - The Orange Door
 - Staff of agencies providing services relevant to the service delivery to families and the wider service network
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4. Key responsibility areas

Service delivery

- Respond to referrals received by the Family Violence Case Management Program and provide active holding support for referrals awaiting case management allocation.
- Undertake assessments utilising the Multi-Agency Risk Assessment and Management Framework (MARAM) focusing on the presenting risk/s to women and children.
- Safety planning with women to support their safety and the safety of their children.
- Provide information and advice to referrers.
- Assist women to determine their options, identify relevant service pathways and advocate for required support for women and their children.
- Respond to family violence and abuse as criminal acts against women and children: mandatory reporting of Child Abuse to relevant authorities (Child Protection, police)
- Provide immediate response and support to women and children experiencing family violence while awaiting allocation to a family violence case manager.
- Provide short term case work support and intervention to families, in consultation with Team Leader.
- Develop collaborative relationships with other agencies providing client services, and broker services appropriate to the family's needs.
- Liaise professionally with schools and other service providers.
- Advocate for families to needed services.
- Undertake outreach as required, in consultation with Team Leader
- Other projects and duties, as required.

Quality and risk

- Maintain accurate and up-to-date case notes.
- Participate in regular supervision with supervisor.
- Set priorities and manage time appropriately.
- Comply with relevant Occupational Health and Safety standards.

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- Raise and report any concerns about Child Safety immediately.

Personal accountability

- Compliance with Uniting's values, code of conduct, policies and procedures and relevant government legislation and standards where relevant
- Cooperate with strategies 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

5. Person specification

Qualifications

- The minimum qualification for this role is a Bachelor of Social Work or equivalent qualification.
- Current Victorian Driver's Licence

Experience

- Application of knowledge and skills as a practitioner in the family violence and child, youth, and family welfare field.
- Ability to work flexibly to meet the current needs of families, young people and children.
- Ability to work collaboratively with families to meet and achieve goals that facilitate safe and nurturing environments for children and young people including developing action plans.
- Commitment to the family-centered approach and the family strengthening and empowerment models of practice especially in the context of family violence.

Core selection criteria

- **Values alignment:** ability to demonstrate and authentically promote Uniting's values.
- **Child Safety:** demonstrated ability to provide safe environments for children and young people and protect them from abuse and neglect.
- **Knowledge:** an understanding of the Multi Agency Risk Assessment and Management (MARAM), Family Violence Act 2008 and Child, Youth and Family Act (2005); and demonstrated knowledge of practices to engage and ensure the cultural safety of clients from a diverse range of backgrounds, including those from an Aboriginal, Torres Strait Islander or CALD background, or the LGBTIQ+ community
- **Communication skills:** well-developed written and verbal communication skills, including the ability to prepare for and conduct case plan meetings and implement agreed actions, an open, honest, articulate, and flexible approach to communication – written and verbal; and the ability to actively listen.

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- **Organisational skills:** demonstrated organisational and time management skills.
- **Computer skills:** computer literacy.
- **Interpersonal focus:** strong interest in people and respect for others, the ability to suspend judgement; proven ability to engage families and to provide outreach services, sometimes in a difficult or stressful context.
- **Cooperative:** demonstrates team behaviours striving for co-operative and professional relationships.
- **Conscientious:** responsible, dependable, organised and persistent.
- **Open to experience:** high level self-awareness, with the ability to admit mistakes, as an opportunity for reflection, learning and development.
- **Professionalism:** professional, confident, focused, and clear about purpose and able to set appropriate personal boundaries.

Other requirements

- Legal eligibility to work in Australia.
 - A satisfactory national police records check is a condition of this position and is repeated every three years and international police check if required.
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6. 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.
