



## BARWON CENTRE AGAINST SEXUAL ASSAULT / MINERVA POSITION DESCRIPTION

<b>Title</b>	Counsellor Advocate
<b>Employment Type</b>	Full Time / Part Time (Min 0.8)
<b>Reports to</b>	Senior CA / Team Leader
<b>Work Location</b>	Based at Colac with 1 day in Geelong
<b>Date of review</b>	October 2017

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### ORGANISATIONAL OVERVIEW

Established in 1978, the Barwon Centre Against Sexual Assault (Barwon CASA) is a specialist sexual assault and family violence service with office locations in Geelong and Horsham. Recently Minerva Community Services (Minerva) merged with Barwon CASA. The new organisation will operate under a new name in 2017.

The new organisation will strengthen and further enhance the services offered to clients and improve the effectiveness of both organisations in an external environment that is characterised by change and that is likely to offer new opportunities as a result of the Royal Commission into Family Violence.

Services provided by our organisation include crisis support, case management, specialist counselling and secure housing for women and children who have experienced family violence; specialist counselling to adults, young people and children who have experienced sexual assault either recently or in the past and to their non-offending parents, partners, family and friends; 24-hour crisis care for victims of recent sexual assault, including advocacy and access to medical care and justice services.

Our organisation holds a strong commitment to the prevention of gender based violence and we offer support for respectful relationship programs and promote gender equality to address violence supportive attitudes and cultures. The organisation also provides an early intervention service for children and young people under the age of 15 who have engaged in problematic or abusive sexualised behaviours.

Our service models are informed by feminist philosophy and we provide empowering, respectful and inclusive services and are committed to practice excellence. We offer community education and professional development and specialised training across the sector on the prevention of and response to gender based violence. This has included international learning exchanges.

Barwon CASA is an incorporated not for profit community organisation governed by a Board, with membership comprising prominent local corporate, government and academic representatives and community members. Funding is largely provided by the Victorian Department of Health and Human Services. There are approximately 70 staff employed by the organisation across the Barwon and Wimmera Districts.

We value our staff and strive to offer a positive, flexible and respectful workplace. We encourage continuous learning, growth and development and seek to achieve excellence in outcomes and organisational objectives.

Barwon CASA is a partner in the Barwon Multi-Disciplinary Centre (MDC) based in Geelong. The Barwon MDC is a highly successful model of co-location between CASA, Victoria Police, Sexual Offences and Child Abuse Investigation Team (SOCIT) and staff from Department of Health and Human Services, Child Protection. In this specialised model partner organisations work to support adult and child victims from first disclosure of sexual assault to investigation and criminal prosecution. Children who have experienced serious physical abuse are also supported within the MDC. MDCs provide highly specialised support and coordinated access to justice within an integrated, seamless environment.

Our organisation provides the following services to support women and children experiencing family violence through the following programs:

- Intensive case management support and outreach services;
- Access to safe housing and short term crisis properties;
- Formal police (L17) referrals across the Barwon region;
- Specialist counselling and therapeutic services for women and children
- Adolescent Family Violence Program; in partnership with Barwon Child Youth and Families this program actively engages and supports adolescents aged 12-18 years and their families;
- Court Support in working with the police and courts to assist women to gain the protection they require through the justice system;
- Aboriginal Outreach Support services.

## **1. POSITION OVERVIEW**

This position provides specialised counselling to children, young people and adults who have experienced sexual assault or family violence, and to their non-offending family or friends. The role may also include the provision of therapeutic services and intervention to children and young people who engage in problematic or abusive sexualised behaviours.

The position reports to a senior counsellor advocate, is supported by a team of highly skilled and qualified practitioners and receives regular clinical supervision and valuable peer and organisational support.

## **2. POSITION REQUIREMENTS**

### **Direct Service**

- 2.1 Provide therapeutic services to children, young people, adults and families who have experienced sexual assault or family violence, and to their non-offending family members or carers. Therapeutic practice includes therapeutic assessment and trauma counselling, ongoing monitoring of risk and safety issues, and may involve family or carers and working with other care or support systems.
- 2.2 Provide advocacy and support for people, as agreed by them within the broader service system including but not limited to; police, judicial, medical, educational, child protection, community services and family systems.
- 2.3 Provide expert advice and secondary consultation to other professionals and organisations in relation to sexual assault and family violence.
- 2.4 Maintain appropriate and up-to-date client records and statistical requirements and provide professional reports as required.



**Barwon CASA  
Counselling  
Services**



- 2.5 Where required, participate in an intake system to provide an initial response to referrals and enquiries received from professionals, MDC partners and the general public, managing crisis presentations, secondary consultations and intake appointments.
- 2.6 As required, provide business hours crisis care support to people who have experienced a recent sexual assault.
- 2.7 The role may also include provision of therapeutic services to children and young people who engage in problematic or abusive sexualised behaviours, and their families, including comprehensive assessment to facilitate treatment and intervention including assessing children or young people's psychological, social, cognitive and medical needs, family relationships, risk factors and risk management. The undertaking of this role is negotiated as determined by skill set, professional development and expertise of individual employees.
- 2.8 In accordance with the strategic plan, assist in the delivery of community education and professional training to raise awareness of sexual assault and family violence as appropriate.
- 2.9 Develop and maintain networks with relevant professional groups and community based organisations.

### **3. ORGANISATIONAL RESPONSIBILITIES**

- 3.1 Participate in staff and team meetings, clinical supervision, and annual performance reviews, training and professional development.
- 3.2 Participate in continuous quality improvement and ensure services are delivered in line with the evidence base.
- 3.3 Contribute to research and presentations, including but not limited to conferences, training and journal articles regarding Barwon CASA practice.
- 3.4 Comply with relevant social and legal policy, as required.
- 3.5 Participate in other activities and meetings relevant to Barwon CASA.

### **4. KEY SELECTION CRITERIA**

Your application must address the following:

#### **Essential Qualifications and Experience**

- 4.1 Degree or above qualification in social work, psychology, family therapy or similar discipline.
- 4.2 Minimum two years relevant therapeutic experience post qualification.

#### **Essential Skills and Knowledge**

- 4.3 Significant knowledge and expertise in working therapeutically with the dynamics and effects of interpersonal trauma on children and adults, including family members and friends.
- 4.4 A comprehensive understanding of the issues relating to sexual assault and family violence within a gendered, feminist, structural, individual, legal and medical context.
- 4.5 Demonstrated assessment skills, including therapeutic assessment, crisis intervention, risk assessment and safety planning.
- 4.6 Ability to work collaboratively with MDC partner organisations and across complex systems including but not limited to police, judicial, medical, educational, child protection, community services and family systems.
- 4.7 Demonstrated ability to work autonomously and to value and contribute to a positive workplace culture as a team member.

## 5. OTHER

- Commitment to the vision, philosophy, aims and objectives of Barwon CASA.
- Commitment to continuous quality improvement and cultural equity in service delivery.
- Current Victorian Driver's Licence.

### Referees

Applicants must provide the name and current contact details of three professional referees including the most recent or current supervisor.

### Hours of Work

- Hours will usually be worked during business hours of 9.00 am to 5.06 pm. between Monday to Friday;
- The days are based on the needs of the service;
- Flexibility in working hours will be required from time to time as the need arises.

### Salary and Conditions

- Industrial Instrument: *Barwon CASA Enterprise Agreement 2013*.
- Classification: Counsellor Advocate Grade 2 Year 1
- We are committed to empowering women to make their own choices. As we are client centred, the support we offer is dependent on the needs of each individual. The position holder, therefore, may be required to undertake any other duties that fall within the nature of the role and responsibilities of the position as detailed above.
- Salary Packaging: Provided via Maxxia. PBI status with other expenses available to package above this cap.
- Superannuation: Paid in accordance with superannuation legislation and *Barwon CASA Enterprise Agreement 2013* the Default Fund is First State Super or alternate fund Hesta.
- Probationary Period - 6 months with a review conducted during this time.

### Employee Responsibility – Mandatory prior to commencement

Employee expense:

- Valid Working with Children Check
- National Police Records Check – renewed every 3 years of employment at employee expense

### Position Requirements

This position description is subject to review and may change in accordance with the needs of Barwon Centre Against Sexual Assault Inc, our operation, our clients and our stakeholders.