

Position Description

Job Title

Domestic Violence Worker (Cairns) Fixed Term Contract (12 months)

Cairns Regional Domestic Violence Service ('CRDVS') Vision

Making a difference – bringing domestic and family violence to an end.

Our Conviction

Working from a gendered analysis that recognises women and children as bearing the brunt of domestic and family violence, we support clients to live life free from the impact and threat of violence in their lives, by providing by providing space and validation of their experience/s through a platform of safety and empowerment applying values and ethics consistent with our portfolio of services.

Position Objective

The primary responsibility of this position is to provide crisis intervention, including intake and assessment, crisis counselling, Domestic Violence Protection Order applications, information and referral to perpetrators of domestic violence by telephone or whilst at Cairns Domestic Violence Court, and medium to long-term DV counselling to persons who are affected by domestic and family violence as required to ensure victims in crisis receive a timely service.

A secondary responsibility of this position is to work closely with and to deputise (during periods of extended absence eg. annual leave) for the Lead Case Manager by participating in, and coordinating, the High Risk Team (HRT).

A third component of this position is the provision of group work, community education and interagency co-operation to work towards a concerted approach for the elimination of domestic and family violence within the region.

Hours of Work

76 hours per fortnight

Salary & Conditions

In accordance with the *Social, Community, Home Care and Disability Services Industry Award 2010* Worker Level 4.

All employees are required to comply with the policies and procedures established by the service.

The service strives to provide safe working conditions for its employees and thus implements a strict non smoking policy on its premises and in its car.

Organisational Relationships

The Domestic Violence Worker operates under the supervision and direction of the Senior Practitioner and the Chief Executive Officer and within the guidelines and policies set by the Cairns Regional Domestic Violence Service Inc Board.

Responsibilities

1. Provide effective crisis intervention including intake and assessment, information and referral, crisis counselling, medium to long term DV counselling and assistance with protection order applications to victims of domestic and family violence, exercising professional judgement whilst working within the guidelines of relevant legislation and organisational policies.
2. Work flexibly with a variety of modalities appropriate to counselling people as their individual needs and learning styles dictate.
3. Maintain links, cooperation and networks with other organisations to provide effective services and improve coordination of service responses.
4. Maintain professional and client resources for use in the organisation.
5. Assist in enhancing greater community awareness of domestic and family violence and the effects it has on women and children by participation in community education as required by the Senior Practitioner or Chief Executive Officer of CRDVS.
6. Prepare and maintain appropriate, accurate and confidential records of client work, including case management plans, reports and assessments as appropriate.
7. Undertake administrative tasks relevant to the position, including collection and timely reporting of CRDVS statistical data to the Chief Executive Officer of CRDVS, and assist in the general administration of the organisation.
8. Participate actively in regular case management meetings with other CRDVS team members.
9. Participate actively in supervision (internally and externally) and professional development and training.
10. Work cooperatively as a member of a team to achieve the smooth and effective functioning of the Service and the achievement of organisational and client goals.
11. Comply with all CRDVS policies and procedures including the Code of Conduct which sets out expectations relating to behaviour and communication.
12. Undertake other duties as directed by the Senior Practitioner or Chief Executive Officer.

Qualifications

[Essential] Possession of degree level tertiary qualifications in the social or behavioural sciences (eg. Psychology, Social Work, Counselling) or working towards a relevant degree with significant experience to enable the person to competently perform all the requirements of the position.

[Essential] Class C driving licence.

Key Selection Criteria

- KSC1 Demonstrated skills in providing counselling, risk assessment, case management, group work, advocacy and crisis intervention.
- KSC2 Demonstrated interpersonal skills with a proven ability to work cooperatively within a team environment to attain organisational and client goals, together with high level written and spoken communication in order to liaise with government and non-government agencies to advocate on behalf of clients.
- KSC3 Demonstrated understanding of domestic and family violence, including knowledge of cultural differences and needs and its effects on women, children and adolescents and other issues affecting child welfare, such as child abuse. An understanding of the gendered analysis of domestic and family violence is also required to be demonstrated.
- KSC4 Demonstrated computer literacy skills, including Microsoft Office applications.
- KSC5 Demonstrated knowledge, or the ability to rapidly acquire knowledge, of legislation impacting on situations of domestic and family violence.

Additional Information

The position is primarily based in our Cairns office but may also be required to provide relief work in our Atherton, Mareeba or Mossman offices.

CRDVS is committed to continually striving towards a safe and healthy working environment, including taking all reasonably practicable steps required to protect clients, families, employees, and others from the risk of COVID-19. Therefore, all staff are to be fully vaccinated as an inherent requirement of employment.

Our commitment to the safety and wellbeing of children

The CRDVS is committed to the physical and emotional safety and wellbeing of children and young people. CRDVS delivers its various services operating within legislation, frameworks and regulations including the Human Services Quality Framework; National Principles for Child Safe Organisations; DFV Services Practice principles, standards and guidance; Working with Children (Risk Management and Screening) Act 2000, Working with Children (Risk Management and Screening) Regulation 2011 and the Child Protection Act 1999.

We are a child safe organisation and all children who come into contact with our services will be provided with a welcoming and safe service.

Applicants for this position will be required to disclose any relevant criminal history (including convictions that are not recorded) and charges at the time of the interview.

It is a requirement of this service that all successful applicants also have or obtain a 'Working with Children Card' (also known as a 'Blue Card') and undergo a formal Police criminal history check.

It should be noted that Position Descriptions are under constant review and may be changed by the Chief Executive Officer, after consultation, at any time.

I confirm that I have read the above position description and have been given a copy for my records.

..... Date