



POSITION DESCRIPTION

POSITION TITLE	Family Violence Program Worker (Men's Behaviour Change)	
TERMS AND CONDITIONS	Social, Community, Home Care and Disability Services Industry Award 2010	
SERVICE/BUSINESS AREA	Family Violence Intervention Program (FVIP)	
LOCATION	Heidelberg	
ACCOUNTABLE & REPORTS TO	Team Leader, FVIP	
POSITION/S REPORTING TO THIS POSITION	Nil	
INFORMATION CONTACT	Team Leader, Family Violence Intervention Program	Telephone 03 9457 0500

AGENCY OVERVIEW

Kildonan UnitingCare, is an innovative and trusted community service organisation within one of Australia's largest welfare networks, Uniting Care Australia – an agency of the Uniting Church.

We are one of Australia's oldest organisations dating back to 1881 – yet we are rapidly gaining a reputation for delivering some of the most proactive, innovative and relevant community services in Victoria.

Kildonan supports more than 15,000 Victorian individuals, families and communities each year from northern metropolitan Melbourne through to North Regional Victoria, following a merger with UnitingCare Cutting Edge in 2014. Kildonan is committed to assisting to develop and sustain a society that values and cares for its children. All children who have contact with Kildonan staff, whether directly or indirectly, have a right to feel and be safe.

Kildonan is an inclusive organisation acknowledging and valuing diversity: socio economic status, sex, gender, sexuality, ability and cultural background.

We deliver quality services to our stakeholders through the organisational values of *Respect, Trust, Compassion, Integrity and Justice*.

KEY INTERNAL AND EXTERNAL RELATIONSHIPS

- FVIP Team
- Internal programs of Kildonan
- Clients of the FVIP
- Heidelberg Magistrates Court
- Department of Justice
- Department of Human Services
- No To Violence (Male Family Violence Prevention Association)
- Men's Referral Service (MRS)
- Victorian Aboriginal Health Service
- Aboriginal and Torres Strait Islanders Centre for Males



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SCOPE OF POSITION

This role is designed to provide clinical assessment, counselling and Men's Behaviour Change group work to clients of Kildonan's Family Violence Intervention Program. The position will also provide secondary consultation to staff of other Kildonan programs.

KEY RESPONSIBILITIES

Group Facilitation and Counselling

- Co-facilitate weekly Men's Behaviour Change groups for men (mandated and non-mandated) who have used violence against their partners and children.
- Provide therapeutic counselling in accordance with program guidelines for the delivery of the Family Violence Intervention Program (FVIP) and manage a caseload.
- Effectively provide individual assessment to clients.
- Conduct intake screenings with prospective clients (as required).
- Provide support to the FVIP for the delivery of clinical services including Men's Behaviour Change Groups and other group work as required.
- Contribute to the implementation of the Safe Dad's Project.
- Provide Secondary Consultation to staff of Kildonan regarding issues for clients impacted by Family Violence.
- Participate in care team meetings, Demand Monitoring Meetings and consultation to internal and external stakeholders.
- Participate in the development and review of MBC curriculum and tailored to men from both CALD and Aboriginal Communities.

Professionalism

- Understanding and experience of working within a Feminist Framework.
- Commitment to reflective practice, building collaborative collegial relationships, team efforts and professional development.

Reporting and Administration

- Maintain up to date data recording, case notes and manage own administration.
- Effectively participate in program evaluation processes.
- Effectively participate in implementation and review of FVIP policies and procedures.
- Assist with preparation of statistics required for Department of Justice quarterly reports.

Stakeholder Relations

- Contribute to collaborative working relationships with Heidelberg Court, Corrections and other Government and non-Government bodies.
- Develop and maintain relevant networks including No to Violence, Men's Referral Service, Victorian Aboriginal Health Service and the Aboriginal and Torres Strait Islanders Centre for Males.

Other Duties

- Participate in fortnightly supervision with the FVIP Senior Clinician or Team Leader.
- Participate in group supervision and team meetings.
- Maintain and provide timely statistical data and written reports as required.



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ROLE ATTRIBUTE REQUIREMENTS	
Creative and innovative	<ul style="list-style-type: none"> – Finds ways to work better and smarter – Generates options and ideas – Is open to change and alternatives
Positive	<ul style="list-style-type: none"> – Has faith in own abilities – Is optimistic – Remains calm and focused when faced with difficulty
Self-disciplined	<ul style="list-style-type: none"> – Manages own time to achieve key outcomes – Avoids distraction and diversions
Flexible	<ul style="list-style-type: none"> – Adapts to changing circumstances in the workplace – Prioritises work and addresses what is most important – Takes advantage of new and emerging opportunities
Resilient	<ul style="list-style-type: none"> – Recovers from setbacks – Overcomes obstacles and impediments – Learns from experience and identifies areas for self-development
Culturally aware	<ul style="list-style-type: none"> – Respects difference in all its forms – Adapts language to aid communication – Values diversity as a strength and positively utilises diversity
Honest	<ul style="list-style-type: none"> – Is credible and truthful – Is reliable and trustworthy – Acknowledges and learns from mistakes
Work Standards	<ul style="list-style-type: none"> – Has high work standards and is proactive in carrying out work – Driven to excel in role and contribute to project success
Ethical	<ul style="list-style-type: none"> – Has integrity and principles – Is truthful – Reflects expected standards of behaviour and/or Code of Conduct
Collaborative	<ul style="list-style-type: none"> – Works with others to achieve common goals – Engenders a spirit of teamwork – Inspires trust
Supportive	<ul style="list-style-type: none"> – Encourages others to attain goals and achieve – Listens actively and inspires confidence – Demonstrates empathy when confronted with adversity
KEY SELECTION CRITERIA	
Qualifications & Accreditations <ul style="list-style-type: none"> • Qualifications in Social Work, Psychology, Counselling, Welfare Studies or equivalent • Certificate IV in Male Family Violence would be highly regarded (or willingness to obtain) 	
Skills & Experience <ul style="list-style-type: none"> • Demonstrated ability to provide clinical assessment, intervention and Men's Behaviour Change group work to men who use Family Violence • Demonstrated ability to provide individual counselling and work within a feminist framework • Demonstrated ability to work with a range of Culturally and Linguistically Diverse clients • Demonstrated ability to work in an area of challenging and complex practice • Evolved understanding of either drug and alcohol or mental health issues and service delivery • A thorough understanding of the Family Violence Service System • Demonstrated ability to work independently as well as cooperatively within a team. 	



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- Demonstrated commitment to working collaboratively with funding providers
- Confidence in computer literacy (Word/Excel/Outlook) and ability to utilise client information systems such as IRIS

Personal Attributes

- Highly developed listening skills
- Excellent written and verbal communication skills
- Confidence to provide secondary consultation, training, advice and support to staff and other professionals regarding issues related to Family Violence
- Integrity in professional practice
- Demonstrated capacity to work in an area of challenging and complex practice
- Ability to be self-reliant, motivated and accountable in managing multiple tasks, meeting timelines and achieving targets.
- Proven commitment to social justice

Mandatory

- Current Drivers Licence
- Current Victorian Working With Children Check
- Completed Police Records Check with a successful outcome

ACKNOWLEDGEMENT

Diversity, Gender & Respectful relationships – Knowledge and understanding of the principles of anti-discrimination and equal opportunity legislation and demonstrates ability to interpret and uphold principals and standards of equal opportunity policies into practice and committed to building a workplace culture that actively promotes equal and respectful relationships between genders.

Health & Wellbeing –

Ensure that a system of work that is safe and without risk to health is developed, documented and followed by all employees, volunteers, clients and visitors through appropriate supervision, training and monitoring. Maintain compliance with OHS legislative requirements and Kildonan's OH&S policies, procedures and guidelines. This includes reporting of safety incidents and hazards as soon as you are aware of them

Quality Service Systems –

Demonstrates ongoing commitment to the Vision, Mission, Values, Strategic Plan, Policy and to our Continual Improvement/ Quality Assurance processes. Manages implementation of quality systems and ensure that quality outcomes are achieved.

Demonstrates ongoing commitment to the Vision, Mission, Values, Strategic Plan and Policy, and to our quality assurance processes. Enhances quality practices, ensures own work meets quality requirements, and provides input into continuous improvement through consultation.

Drugs and Alcohol –

A staff member is not to be adversely affected by alcohol, drugs or any other detrimental substances whilst employed in this position at Kildonan UnitingCare.

POSITION INCUMBENT

I have read and understood this position description. I acknowledge that description of the role is an outline and guide to the tasks of the professional activities needed to undertake the role successfully. I understand

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that annual review of the position description may occur and may be amended from time to time as the organisation needs change. Changes to the position description will be consistent with the purpose for which the position was established.

Signature: _____

Print name: _____

Date: ____/____/____

This position description has been approved by:
Senior Manager People & Culture

Signature: _____

Print name: _____

Date: ____/____/____