

Yoowinna Wurnalung  
Aboriginal Healing Service (YWAHS)



## Position Details

<b>Position Title</b>	<b>Counsellor - Intake</b>
<b>Position Number</b>	
<b>Mode of Employment</b>	Ongoing
<b>Time Fraction</b>	Full Time 76 hours per fortnight
<b>Agreement/Award</b>	Social, Community, Home Care and Disability Services Industry Award 2010 (SCHADS)
<b>Classification</b>	SCHADS Level 6 pay point 1 to Level 6 pay point 3 negotiable depending on qualifications and range of experience.
<b>Remuneration</b>	This position attracts a, total hourly rate between \$ 43.55 to \$ 45.48 per annum negotiable, plus 9.5 % superannuation.
<b>Salary Packaging</b>	Up to \$15,899 per annum is available, prior to tax, along with other pre-tax packaging as fits YWAHS PBI status.
<b>Other Benefits</b>	N/A
<b>Unit</b>	Yoowinna Wurnalung Aboriginal Healing Service
<b>Location</b>	Primary base at Lakes Entrance but may be required to work at other sites within YWAHS catchment area.
<b>Reports to</b>	Clinical Manager
<b>Direct Reports</b>	N/A
<b>Probationary Period</b>	A six-month probationary period will apply.
<b>Working with Children Check required</b>	Yes, and required to advise the Department of Justice within 21 days of commencing with YWAHS. Renewal due every five years.
<b>Medicare Registration provider number required</b>	Not a requirement for this position
<b>Professional Registration</b>	Membership with Australian Association of Social Workers or Equivalent Australian Professional Association is desirable
<b>Police Check required</b>	Yes, upon initial appointment, then every three (3) years  <i>It should be noted that Yoowinna Wurnalung Aboriginal Healing Service Discrimination Policy identifies that the organisation will not discriminate on irrelevant criminal history.</i>
<b>Driver's Licence required</b>	Yes - current Victorian driver's licence

### **Yoowinna Wurnalung Healing Service**

Yoowinna Wurnalung Aboriginal Healing Service (YWAHS) is a Specialist Aboriginal Family Violence Service, that is an independent Not for Profit (NFP) organisation, who delivers services to the Aboriginal and Torres Strait Islander Peoples living within the catchments of Wellington and East Gippsland Local Government Area's.

We provide counselling, clinical and therapeutic support, referral pathways, develop, implement and deliver family violence education and prevention programs, advocacy and post intervention support for Aboriginal and Torres Strait Islander clients and their families.

We supports the recovery and healing of Aboriginal victims, individuals, families and communities affected by family violence, and provides support to perpetrators of family violence, linking them into programs and services to address their behaviour and to help them build tools around respectful and healthy relationships with their partners, children and extended family.

Our focus is on providing Aboriginal led solutions, that are 'trauma informed', culturally safe, within holistic models of health and wellbeing.

### **Position Purpose**

The focus of this role is to provide counselling, intake and assessment of clients to support referral processes and access to services and support.

Other duties include intensive case management, group work, advocacy and information, stakeholder engagement and referral pathways to assist individual clients to make decisions about their safety, reduce their exposure and risk of family violence, leading to a safe and reconnected family and community.

This role requires you to contribute towards the improvements of YWHS service delivery as part of an integrated model (i.e.; wrap around services for clients and their families).

### **Key areas of accountabilities**

#### **Counselling and Intake**

- Undertake Intake and Family Violence Risk Assessments to establish levels of safety and risk to women and children referred (unless previously undertaken by another family violence agency).
- Using a 'Trauma Informed Approach', use your understandings of trauma to help validate a victim's experience of trauma and its impacts, and use a range of therapeutic responses to make families safe and support them to re-establish their lives.
- Support clients to identify their needs and assist them in developing a personal support plan with goals to address priorities for themselves and their children.
- Implement the Intake/Referral systems that have been developed and link with other service providers.
- Identify appropriate referral services and facilitate access to services for clients.

- Regularly undertake case reviews in conjunction with clinical and admin supervisors.
- Liaise with crisis intervention services to make appropriate referrals when women and children are assessed as being unsafe.
- Provide culturally sensitive services, specifically those relevant to the needs of Aboriginal people.
- Support the delivery of YWAHS education and prevention programs and community engagement activities as required
- Support activities, education and prevention programs, and community development, as required.

### **Reporting and other requirements**

- Maintain up-to date client records
- Input data on a weekly basis into appropriate data systems (e.g.; IRIS)
- Participate in regular general and external clinical supervision as negotiated with Manager, including development and implementation of work plans.
- Participate in annual reviews.
- Contribute to the development and implementation of YWAHS organisational plans.

### **Other responsibility areas (All staff)**

#### **Quality and Risk Management**

Actively participate and incorporate continuous quality improvement and sound risk management principles to all aspects of the role and in accordance with YWAHS policies.

#### **Professional Development & Education**

- Undertake training as required as identified in conjunction with Manager.
- Actively take responsibility for maintaining professional knowledge and skills and obtain documented evidence of relevant continuing professional development as required.
- Participate in Prevention and Educational activities to support other staff and community groups.
- Participate in Cultural Awareness Training and Cultural educational activities relevant to the role on a regular basis.

#### **Occupational Health and Safety**

- Ensure a safe working environment is maintained for Yoowinna Wurnalung Aboriginal Healing Service staff and clients by adhering to a relevant policy, procedures and guidelines including identifying and reporting actual or potential problems or hazards.
- Report, using relevant documentation, all accidents, incidents or mishaps as well as injuries and or symptoms that may be related to workplace health and safety risks.
- Adhere to the prescribed safe working arrangement in all work operations.

#### **Cultural Diversity**

- Actively participate in a continuous process of developing cultural competence by broadening knowledge of and respect for diverse individuals and communities with emphasis on the local East Gippsland demographic.

#### **Teamwork**

- Work proactively with all members of the Yoowinna Wurnalung Aboriginal Healing Service Team in supporting the organisation and its strategic aims.

## Position Requirements

Key Selection Criteria		
1	Bachelor of Social Work or equivalent tertiary qualification.	M
2	Demonstrated experience in working in the family violence sector or related areas, with an understanding of the issues underpinning family violence, particularly as it relates to an Aboriginal cultural context.	M
3	Proven skills in assessing and counselling clients with complex needs, utilising Family Violence Risk Assessment Framework, particularly in the areas of child and adolescent management, family violence, individual and family counselling and group work.	M
4	Demonstrated knowledge of Aboriginal and mainstream family violence and community care organisations and referral pathways and supports.	M
5	Demonstrated understanding of Aboriginal culture and the history of intergeneration trauma, with a theoretical understanding of the issues underpinning family violence and therapeutic interventions in an Aboriginal cultural context.	M
6	Demonstrated knowledge and experience of trauma informed care and practice, or work within the A&D or mental health sector is desirable, but not mandatory.	D
7	Proven ability to work in a sensitive and non-judgmental manner, with clients who come from a variety of cultural and socioeconomic backgrounds.	M
8	Sound computer skills including use of email, internet, production of quality documents, and ability to maintain database.	M
9	Demonstrated excellent verbal communication, organisational and administrative skills	M
10	Demonstrated flexibility and willingness to work both independently and effectively as part of a multi-disciplinary team.	M

<p><b>Application Details</b></p>	<p><b>For further information contact:</b></p> <p>Daphne Yarram  Chief Executive Officer, Yoowinna Wurnalung Aboriginal Healing Service  Tel 03 41102100 or mob: 0408378808  Email <a href="mailto:daphney@ywahs.org.au">daphney@ywahs.org.au</a></p> <p>Or</p> <p>Maureen Penwil, Finance Manager / HR Support  Yoowinna Wurnalung Aboriginal Healing Service  Tel 03 41102125 or mob: 0403234447  Email <a href="mailto:maureenp@ywahs.org.au">maureenp@ywahs.org.au</a></p> <p><b>Additional Information</b></p> <ul style="list-style-type: none"> <li>• YWAHS is an equal opportunity employer</li> <li>• Aboriginal and Torres Strait Islander people are encouraged to apply</li> <li>• The successful candidate will undergo relevant clearances and checks including criminal history check, works with children check (if applicable), right to work in Australia and relevant current drivers' licence</li> </ul> <p>The successful candidate will be asked to provide copies of qualifications and professional memberships/registrations</p> <p><b>Application Information:</b></p> <p>Applications are to include a covering letter; resume (including 2 professional referees) and a separate response to the key selection criteria.</p> <p>Applications are to be submitted by email to: <a href="mailto:jobs@ywahs.org.au">jobs@ywahs.org.au</a></p> <p><b>Closing Date for Applications:</b>  Close of business; <b>Friday, 28 February 2020</b></p>
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