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| Position Title: | Anti-Violence Case Worker  |
| Employer: | Liverpool Women’s Health Centre |
| Award/Classification: | Salary paid under the Social, Community, Home Care and Disability Services (SCHADS) Industry Award 2010 at level 4, pay point to be negotiated depending on qualifications and experience.  |
| Above Award Conditions | Generous above Award conditions apply, including 35 hour work week (pro rata), additional leave entitlements and Salary Sacrifice available to the successful applicant. |
| Responsible to: | Manager |
| Hours per week: | 14-28 hours per week (negotiable)  |
| Number of positions Available  | 2 |
| Contract: | 12 month fixed term contract  |

Summary Description

The Anti Violence Case Worker role is responsible for providing case management and/or case coordination, support, advocacy, information and referral services to women affected by domestic and family violence. This includes initiating and implementing strategies to improve the health and well-being of women affected by domestic and family violence in South Western Sydney, including facilitating access to Liverpool Women's Health Centre and its services and to other appropriate mainstream services. All work will be undertaken in accordance with the Centre’s philosophy, standards, policies and procedures and relevant legislation.

Specific Duties

* To provide case management/ case coordination to women affected by Domestic and Family Violence (DFV)
* To provide support, advocacy, information and referral services both in person and over the telephone including accompanying clients to relevant services as required.
* Empower clients to keep themselves and their families’ safe
* Provide clients with case plans following an evidence-based risk and needs assessment of their situation
* Build and maintain partnerships with relevant stakeholders throughout South Western Sydney
* Demonstrate professional behaviour to clients, staff, management and staff in other service systems. This includes recognising and respecting the different cultural and ethnic backgrounds of all women who use the centre
* Assist with, support and further develop/ document the internal referral processes and pathways to ensure women affected by DFV receive relevant, purposeful and empowered access to all of the holistic interdisciplinary services available at Liverpool Women’s Health Centre.
* Facilitate workshops, groups and provide one off information sessions as required.
* Attend relevant forums and meetings in consultation with the Manager.
* Research, gather and analyse relevant data and information concerning women affected by DFV for planning, evaluation and reporting purposes.
* Prepare written and statistical reports of service usage on a quarterly basis and in response to funding body requirements as required.
* Attend and actively participate in staff meetings, relevant professional development and in-service training, strategic planning and review sessions, supervision and performance management.
* Comply with information and data collection, quality improvement, risk management, record keeping and administrative practices of the organisation.
* Provide effective, efficient and timely services in a manner consistent with organisational philosophy, the state’s legislative and policy framework, organisational policies & procedures, service agreements and other legal requirements
* Undertake other duties as requested by the Manager.

Selection Criteria – Essential Requirements

* Tertiary qualifications in an appropriate discipline such as social welfare, community services, social sciences
* Demonstrated experience in working with victims of DFV and/ or case management
* Demonstrated ability to work and communicate effectively with vulnerable women from diverse cultural and economic backgrounds and all ages
* An understanding of the NSW Justice System and Safer Pathways which is a new model of service delivery for DFV services users developed as a part of the NSW Government DFV Framework for reform
* Demonstrated ability to develop, deliver, evaluate and report on projects.
* Strong interpersonal communication ability, including well-developed written and oral communication/ facilitation skills.
* Demonstrated ability to work holistically and effectively as part of a multi-disciplinary team.
* High level of energy, enthusiasm, reliability, resilience and flexibility.
* Demonstrated administrative and organisational skills including computer literacy, data entry and record keeping
* A demonstrated commitment to feminist principles and practice and knowledge of women’s health issues
* Driver’s licence and own vehicle.

Desirable Criteria

* Established knowledge and understanding of the South Western Sydney service system and its networks and communities
* Ability to speak more than one language

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| Reviewed By: | Manager | Date: | 15/01/2021 |
| Approved By: | Management Committee | Date: |  |

*Liverpool Women’s Health Centre considers being a woman is a genuine occupational qualification for this position under s 31 of the Anti-Discrimination Act 1977 (NSW).*