

## ABOUT US

Mens Outreach Service Aboriginal Corporation (MOSAC) was established in 2001 and provides programs in youth life promotion/suicide prevention, men's health & wellbeing, a drop in service and a mobile bike repair program working with children & young people in Broome and remote communities in the West Kimberley. The Change em ways program is a culturally secure and trauma informed Indigenous men's behavioral change family violence program. For further information, please visit [www.mensoutreach.org.au](http://www.mensoutreach.org.au).

## THE POSITION

This fixed term full time role is a 22 month contract which has the possibility of extension. It is an exciting opportunity available for a male FDV practitioner, who will work with a new small, committed team, supporting the development, delivery and evaluation of a place-based men's behavioural change program *Change Em Ways* to remote communities and towns in the Kimberley, providing mentoring and support to community-based program facilitators.

## THE PERSON WE SEEK

- Experienced in group program facilitation
- Experienced in Family Domestic Violence work
- Strong experience working in Aboriginal health & well being

If you have the above skills and experience, can commit to regular Kimberley wide travel and are interested in working for a grassroots, community focused and valued organisation, please contact us.

***Aboriginal people are strongly encouraged to apply.***

## WHAT WE OFFER

A salary package of approx. \$100,000 per annum, pro rata (\$50.61 per hour) dependent on experience, which includes a District Allowance. Additionally, 5 weeks Annual Leave with loading per annum, Superannuation and other additional benefits such as pro rata Airfare Allowance of \$800 per annum and generous Salary Packaging benefits are offered. All applicable benefits and entitlements are paid on a pro rata basis.

## INTERESTED?

Please contact Sarah Macnee, Chief Operating Officer at [sarah@mensoutreach.org.au](mailto:sarah@mensoutreach.org.au) or 0437 840 128 for further information. A CV and a 2 page cover letter addressing the Required Skills and Attributes (Selection Criteria) is required for this role. Applications close **9.00am Tuesday 27<sup>th</sup> April 2021** and are to be submitted by email to Sarah ([Sarah@mensoutreach.org.au](mailto:Sarah@mensoutreach.org.au)) with the reference MOS0224 .

## APPLICATION PROCESS

If you decide to apply for this position, please include the following:

1. A 2 page **covering letter** including a **response to selection criteria** statement addressing the Required Skills and Attributes (Selection Criteria), introducing yourself and explaining why you are suited to this position.
2. A **current resume** with the names and contact details of 3 work referees (preferably supervisors or managers).
3. If you are shortlisted- names and contact details of at least two **cultural referees**, being Indigenous people who can vouch for your competence and understanding in working with Indigenous staff, clients, and community members.

## THE SELECTION PROCESS

- Applications are accepted until the closing date as nominated in the ad and are shortlisted for their ability to meet the requirements of the role based on the information provided by the applicant in their Address to the Selection Criteria.
- All applications are treated confidentially and applicants who are selected for interview will be contacted for an interview.
- The interview panel will have a structured set of questions to ask each applicant which are relevant to the position.
- After the interview process, reference checks will be undertaken following interviews and only with the nominated referees for the preferred applicant(s).
- The position is offered to the successful applicant as soon as possible after interview.
- All unsuccessful applicants will be notified in writing once the preferred applicant has accepted the offer of employment.

## POSITION DESCRIPTION AND DETAILS

Please see below for the Position Description. For further information about the role, please contact Sarah Macnee at Sarah@mensoutreach.org.au or 0437 840 128.

## SUMMARY OF CONDITIONS OF EMPLOYMENT AND ENTITLEMENTS

### CONDITIONS:

Employment conditions are in accordance with the Social, Community, Home Care and Disability Services Industry Award 2010 with an above award salary.

### SALARY PACKAGE:

The total cash salary package for this role is approximately \$100,000 per annum, pro rata (dependent on experience) as per the duration of the contract (approx. 22 months). This Package includes a base salary which includes District Allowance, plus 9.5% Superannuation, 5 weeks Annual Leave with Leave Loading and Air Fare Allowance (all pro rata'd as per the duration of the contract)

### BENEFITS:

**a) Annual Leave Loading**

17.5% loading on Annual Leave is paid to an employee paid when taking Annual Leave.

**b) Air Fare Allowance**

Annual "airfare" allowance of \$800 after 12 months service. (paid on pro rata basis) May be paid as a reimbursement of expenses on the production of a valid tax invoice or included with wages payment.

**c) Salary Package Options:**

Employees are currently able to salary package up to \$15,900 per annum resulting in tax benefit. Rent, Mortgage payments or loan and other payments may be packaged. *(Additional salary sacrifice benefits may be available depending on individual circumstances)*

### HOURS OF WORK:

This position is required to work base ordinary hours of 38 hours per week from Monday to Friday.

### LEAVE

5 weeks Annual Leave and 10 days Personal / Carer's Leave per year, pro rata.

### SUPERANNUATION:

9.5% of your gross salary is paid in addition to this base salary paid to a superannuation fund of your choice.

### PERFORMANCE REVIEWS:

Reviews are undertaken annually by the Chief Operating Officer.

**POSITION DESCRIPTION**

<b>Role Title</b>	<b>Co-facilitator (Male), Change Em Ways - Community Program</b> <b>(Full time, Broome based with significant travel)</b>
<b>Reports To:</b>	Team Leader Change Em Ways - Community Program
<b>Position Summary:</b>	<ul style="list-style-type: none"> <li>Co-facilitate the Change Em Ways – Community Program in identified locations in the Kimberley region and provide mentoring and support to community-based program facilitators. Support the development, roll out, delivery and evaluation of a place-based men’s behavioural change program which seeks to address family domestic violence</li> </ul>
<b>Duties and Responsibilities</b>	<p><b>Cultural and Clinical Responsibilities</b></p> <ul style="list-style-type: none"> <li>Co-facilitate the delivery of the Change Em Ways, Indigenous Men’s Behaviour Change Program in identified locations in the Kimberley region</li> <li>Support the development and implementation of culturally appropriate programs for clients, family members and community groups</li> <li>Liaise with MOSAC Cultural Reference Group to ensure working practices are culturally sound and relevant to the Kimberley Indigenous context</li> <li>Conduct intake and risk assessments upon receiving referrals, in line with program requirements</li> <li>Collect data to assist in the evaluation process, including feedback from those who use family violence, their (ex) partners and other family/community members</li> <li>Participate in debriefing sessions at the end of each workshop day and regular professional supervision</li> <li>Contribute to good practice through ongoing professional development</li> </ul> <p><b>Teamwork and relationships</b></p> <ul style="list-style-type: none"> <li>Liaise with other members of the Change Em Ways team, including the Cultural Reference Group to ensure that cultural protocols are followed, and that team practice is culturally secure, in the Kimberley Indigenous context</li> <li>Work effectively in the role to maintain supportive, cooperative and positive relationships internally within the MOSAC team and externally, with stakeholders and communities involved</li> </ul> <p><b>Administration</b></p> <ul style="list-style-type: none"> <li>Contribute to the development of policies and procedures for the program and continuous improvement in service delivery</li> <li>Maintain good, timely records of client attendance, involvement and progress in the program, including storing confidential and client-based information securely</li> </ul> <p><b>Communication</b></p> <ul style="list-style-type: none"> <li>Maintain effective and respectful verbal and written communication with the program participants and team members at all times</li> </ul>

	<ul style="list-style-type: none"> <li>• Maintain strong networks with outside stakeholders and promote MOSAC and the program positively when in communities</li> </ul> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Abide by the MOSAC Code of Conduct</li> <li>• Other duties as directed by the CEO, COO or line manager</li> </ul>
<p><b>Required Skills and Attributes</b> <b>(Selection Criteria):</b></p>	<p><b>Knowledge and Experience</b></p> <ul style="list-style-type: none"> <li>• Knowledge of, and experience in, program and service delivery to a diverse range of participants within a human-services setting – particularly in the areas of domestic/family violence</li> <li>• Demonstrated knowledge and understanding of Aboriginal society and culture and the ability to apply cultural knowledge and sensitivities in operational and community settings</li> <li>• Demonstrated ability to apply the concepts and principles of Indigenous family domestic violence intervention within a culturally safe, strength based, trauma informed framework which promotes safety, accountability, responsibility and respect</li> <li>• Demonstrated understanding of the Men’s Behaviour Change process</li> <li>• Experience in the provision of counselling</li> <li>• Demonstrated experience and ability to work collaboratively in a multi-disciplinary team, working successfully with Aboriginal staff and to participate in reflective practice sessions</li> <li>• Experience in liaising with stakeholders to improve service delivery and outcomes</li> <li>• Ability to use MS Word, Excel, Outlook</li> </ul> <p><b>Qualifications and/or training:</b></p> <ul style="list-style-type: none"> <li>• Qualifications or significant experience in Group Facilitation or equivalent qualification from a recognised tertiary or training institution</li> <li>• Significant previous experience working in family domestic violence</li> <li>• Current WA Working with Children Check</li> <li>• Current Western Australian “C” class driver’s license (Manual)</li> <li>• Ability to undertake all training required for MOSAC staff</li> </ul>
<p><b>Desirable Skills:</b></p>	<ul style="list-style-type: none"> <li>• Ability to communicate effectively in the Kimberley cultural context</li> <li>• Willingness and ability to attend and participate in overnight on-country camps</li> <li>• Willingness and ability to undertake regular travel including overnight stays</li> <li>• Willingness to take part in and assist with the organising of awareness raising community events</li> <li>• Knowledge of Kimberley agencies and appropriate support services for the client group</li> </ul>

	<ul style="list-style-type: none"> <li>Apply First Aid Certificate, or ability to attain one</li> </ul>
<b>Acknowledgement and Agreement:</b>	Employee Signature:
	Date:
	CEO Signature:
	CEO Name: _____
	Date:

## MOSAC CODE OF CONDUCT (EXTRACT)

### REQUIREMENTS:

- Staff and management agree to:
- Abide by, support and promote the Vision and Mission of MOS and your team
- Perform our work with care, efficiency, as per our role requirements, lawful instructions and MOS policy and procedures,
- Provide a prompt, efficient and courteous service to our clients, treating them fairly, professionally, courteously and with due considerations for their concerns, needs and interests.
- Act with integrity, honesty and loyalty to the organisation, including not publicly criticising MOS. Treat all staff, clients, project partners and Board Members with respect and report any unlawful behaviour or that which is outside policy standards.
- Protect and promote the physical and emotional safety and well-being of our clients, visitors, other staff and ourselves.
- Maintain a neat personal presentation and dress standards reflecting our professional standards at work
- Responsibly use, maintain and protect our equipment and assets and those of clients.
- Promote and demonstrate healthy and safe lifestyles and behaviours for ourselves, clients, colleagues and visitors
- Contribute to a culture of loyalty, respect and commitment in the workplace by supporting decisions of management and the Board.
- Encourage and maintain teamwork and harmony in the workplace.
- Respectfully express grievances and work to positively resolve them via established procedures.