

## POSITION DESCRIPTION

<b>Title:</b>	<b>After Hours Crisis Care Practitioner</b>
<b>Term:</b>	<b>Casual</b>
<b>Reports to:</b>	<b>Intake &amp; Counselling Team Leader</b>
<b>Location:</b>	<b>Loddon Region</b>
<b>Date:</b>	<b>May 2021</b>

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### About the Centre Against Sexual Assault Central Victoria (CASACV)

The Centre Against Sexual Assault Central Victoria (CASACV) is an incorporated not for profit community organisation that is governed by a Board. We employ over 20 staff with qualifications ranging in psychology, social work, family therapy and psychotherapy. Our primary site is located in Bendigo and we provide outreach services in Kyabram, Kyneton, Maryborough, Echuca and Tarrengower Prison.

Our services include free and confidential, specialist counselling to adults, young people and children who have experienced sexual assault either recently or in the past and to their non-offending parents, partners, family and friends.

We offer a 24-hour crisis care response to victim/survivors of recent sexual assault, including crisis, support, counselling and advocacy and the facilitation of access to medical care and justice services.

CASACV provides a family focused, prevention and early intervention therapeutic service to children and young people under the age of 18 years old who have engaged in problematic or harmful sexualised behaviours (REFOCUS). We also provide specialised advocacy, secondary consultation, community education and professional training across the sector and within the community.

CASACV is a key partner in the Bendigo Multi-Disciplinary Centre (MDC). In the MDC we are co-located with Victoria Police, Sexual Offences and Child Abuse Investigation Team (SOCIT), staff from Department of Families, Fairness and Housing (DFFH) Child Protection, Bendigo Community Health and the Victims Assistance Program (VAP). In this specialised model, partner organisations support adult and child victim/survivors from first disclosure of sexual assault to criminal prosecution. MDCs seek to provide a best practice approach in response to victim/survivors of sexual assault and child abuse safety, support and access to justice within an integrated environment.

We are committed to the development of a positive and supportive work environment. We uphold a feminist philosophy and our aim is to provide an empowering, respectful and culturally sensitive service committed to best practice.

### Values

All our work is underpinned by the following values:

- Social Justice - equity, inclusion and human rights across are embedded within our organisation.
- Integrity, Safety, Respect and Empowerment - are integrated in every aspect of service delivery and

governance.

- Quality and Accountability – our work is evidence based, measured and accountable to our clients and the community.
- Feminist – we work within a feminist framework to challenge and reform structural gender inequities.

CASACV is an equal opportunity employer committed to diversity and social inclusion. We welcome applications from culturally and linguistically diverse backgrounds, including those from Aboriginal and/or Torres Strait Islanders, people with lived experience of disability and people who identify as LGBTIQ+.

## POSITION OVERVIEW

### The Position

CASACV afterhours team members are engaged on a casual basis to perform duties associated with the 'After Hours Support Program'. The afterhours staff member plays a key role in managing and coordinating a crisis response outside the normal spread of hours (after hours).

Clients supported by CASACV after hours include adults, children and young people who have recently been sexually assaulted (within 72hours of the sexual assault).

The position is based in Bendigo Victoria and may be required to provide outreach services across the Loddon Region. The role works on a rostered call out basis.

The after hour's crisis care practitioner will liaise with Victoria Police, the Sexual Assault Crisis Line, Child Protection and Specialist medical staff.

The after-hour's team receive supervision, training, and organisational support.

### ACCOUNTABILITIES: role accountabilities include but are not limited to:

#### Direct Service

The after hour's staff member will:

- Respond in a timely manner to crisis 'call outs' received during rostered shifts
- Provide crisis intervention and emotional support to people who have experienced recent sexual assault and if needed, to their supportive families and friends.
- Conduct an initial assessment to ensure safety, accommodation, mental health and other immediate needs are addressed until the next business day.
- Provide accurate information and facilitate access to medical and legal support, emergency assistance and appropriate accommodation.
- Liaise, consult and advocate with Victoria Police, forensic medical services, nursing and medical staff, accommodation providers and other professionals as required.
- Consult with line management for issues requiring clarification or authorisation.
- Document case notes and record relevant information immediately after a callout.
- Facilitate a referral to CASACV business hours' Intake service and provide external referral information, as appropriate.

#### Organisational Responsibilities

- Undertake required on call rostered shifts incorporating weeknights, weekends and public holidays.
- Participate in regular team meetings and as required debriefing/supervision.
- Provide support to colleagues by offering flexibility in swapping shifts and covering sick leave as necessary.

- Provide adequate notice for periods of leave off the roster.
- Awareness and observation of the policies and procedures of the organisation
- Participate in continuous quality improvement and development of best practice, and participate in the overall positive workplace culture, and organisational development.
- Contribute to research and presentations, including but not limited to conferences, training and journal articles regarding CASACV practice, and participate in other networking, activities and meetings relevant to CASACV.
- Participate in annual performance review.

## KEY SELECTION CRITERIA

### Essential Qualifications and Experience

Qualification in social work, psychology, welfare, community development or similar discipline.

A minimum one-year relevant experience

### Essential Skills and Knowledge

1. Knowledge of the causes of gendered violence/sexual assault and impacts on adults, children and families.
2. Knowledge and understanding of legal, medical and emergency accommodation service options
3. Knowledge of the range of issues that may be experienced by people who have been sexual assaulted and women and children who have experienced family violence. Knowledge and understanding of trauma, as it relates to sexual assault and family violence.
4. Demonstrated experience in the provision of crisis intervention, risk assessment and safety planning.
5. Ability to demonstrate culturally sensitive and respectful practice, including understanding of the needs of people from diverse cultures.
6. Effective engagement and communication skills (verbal and written) and well-developed assessment skills.
7. Demonstrated ability to advocate, liaise and work collaboratively across complex systems and to liaise effectively with a range of key providers and stakeholders. Demonstrated capacity to apply theoretical frameworks to practice.
8. Proven ability to manage work autonomously and as part of a team.
9. Demonstrated ability to maintain accurate and confidential case notes and proficiency or capacity to use MS Office, relevant programs/databases.

### Other

Commitment to the vision and values of CASACV.

Commitment to continuous quality improvement and cultural equity in service delivery.

Current Victorian Driver's Licence.

### Period of Appointment

This position is casual, dependent on the continuation of funding to the service.

### Hours of Work

The casual hours of work will be on a rostered, on call basis after hours (5:00pm – 9:00am weeknights and 9:00am – 9:00am weekends and public holidays).

Location of the position is at the Bendigo office however does require attendance throughout the Loddon Campaspe Region.

The days are based on the needs of the service.

Flexibility in working hours will be required from time to time as the need arises.

In addition to the above, positions with supervision or management responsibility are required to ensure a safe and healthy work environment for all employees, clients, contractors and visitors. This is achieved by ensuring all staff are aware of and have access to OHS policies, procedures, training and reporting systems.

### Referees

Applicants must provide the name and current contact details of two - three professional referees including the most recent or current supervisor.

### SALARY AND CONDITIONS

The position is a casual position - Industrial Instrument: *Loddon Campaspe CASA Enterprise Agreement 2015*.

Generous salary packaging is available with Fringe Benefits Taxation of up to \$15,900 each year.

A current Working with Children Check and National Police Check is mandatory. Documented proof must be provided prior to commencement. If you have lived overseas for more than one year in the last 10 years you will be required to provide an International Police Check or two referees for that country. You will also be required to provide documentation to verify qualifications cited in your CV.

### Applications

Applications close: **9.00am Monday 31<sup>st</sup> May 2021**

Email: [casacv@casacv.org.au](mailto:casacv@casacv.org.au) – **Subject:** After Hours Cris Care Practitioner

### Acceptance of Position Description requirements

To be signed upon appointment

Employee Name:

Signature:

Date:

*This position description is subject to review and may change in accordance with the needs of our organisation, including our operations, clients and stakeholders*

## Allowances and Rates - After Hours Crisis Care Practitioners

The Crisis Care After Hours team are on call from 5.00pm to 9.00am weekdays and all day Saturday, Sunday & public holidays. There is a rate of pay for the on call shift and another rate per hour if you get called to attend the Crisis Care Unit as follows:

### Allowance

An employee required by the employer to be on-call After Hours shall receive the following allowance:

- Weekday on call (Monday to Thursday) -\$59.42
- Weekend on call -\$118.83
- Public Holidays on call-\$148.56

### Rates for Call/Attendance

An employee who is required to oversee a referred matter shall receive the following hourly rate:

- Weekday Hourly rate (Monday to Thursday) - \$39.61
- Weekend Hourly rate - \$79.22
- Public holiday Hourly rate -\$99.03

### Application of Rates

- a. A referred matter via the phone will be paid at a minimum of one hour.
- b. A referred matter necessitating personal attendance, will be paid at a minimum of three hours.

### Approved Prerequisites

Employer to provide authorized resources (kit), access to a motor vehicle, the provision of required training and an observance to the After Hours CASACV policy and procedure specifications.