



Position Description

Access and Inclusion Advisor

Organisational Context

In 2021, Domestic Violence Victoria (DV Vic) and the Domestic Violence Resource Centre Victoria (DVRCV) are merging to become a new entity.

This merger brings the peak body for Victoria's specialist family violence services supporting victim survivors together with the state's only specialist family violence Registered Training Organisation; combining our strength, capacity and resources for greater impact.

Our work is underpinned by intersectional feminism – as set out in the Code of Practice: Principles and Standards for Specialist Family Violence Services for Victim-Survivors – informed by an understanding of the gendered nature of violence and with the interests of all victim survivors at the heart of everything we do.

We apply a specialist lens across primary prevention, early intervention, response and recovery to:

1. Develop practice and support workforces
2. Strengthen and connect organisations, sectors and systems
3. Build momentum for social change
4. Build a strong peak organisation

We are in the process of re-branding the merged organisation to ensure a truly collaborative and equal new peak body.

Diversity and Inclusion

DV Vic/DVRCV is committed to providing flexible and accessible working arrangements for all. This includes people with a disability, Aboriginal and Torres Strait Islander people, culturally, religiously and linguistically diverse people, young people, older people, women, and gay, lesbian, bisexual, transgender and gender diverse, intersex or queer people. We recognise the strength and value in diversity, remain open to new approaches and actively foster an inclusive workplace that celebrates the contribution made by all our people.



Role Context

The Access and Inclusion Advisor is a new position designed to drive the development and implementation of a broad program of work supporting access and inclusion within DV Vic/DVRCV and amongst the peak's member services.

This will include:

- Identifying, establishing, strengthening and maintaining partnerships with a diverse range of stakeholders with a view to support accessible and inclusive family violence service delivery across Victoria.
- Ensuring practice guidance and training for the specialist family violence sector is inclusive, this includes coordinating DV Vic/DVRCV's testing of Family Safety Victoria's Intersectionality Capability Building tools and resources.
- Working collaboratively with Rainbow Health Victoria to support the LGBTIQ Family Violence Capability Building Initiative.
- Designing a strategy that will underpin the organisation's internal approach to cultural safety, access and inclusion.
- Working collaboratively across the organisation to further develop and embed an intersectional feminist framework across all of DV Vic/DVRCV's work, in line with the *Code of Practice: Principles and Standards for Specialist Family Violence Services for Victim-Survivors*.
- Scoping and establishment of cross-organisational approaches to engagement, collaboration and implementation of access and inclusion activity.

This role is part of the Strategic Projects and Engagement Team, within the Policy, Communications and Engagement Unit.

Organisational Values

We are accountable, act ethically and have integrity.

We are independent, expert and trusted.

We are curious and courageous, we learn, and from this we create opportunities.

We act with kindness and compassion.

We create our own future.

We strive for gender equity and a socially just world.



Position specifications

Role title:	Access and Inclusion Advisor		
Located:	Carlton, Victoria and working from home	Classification Level / Award:	DV Vic Level 6.1 As per DV Vic Enterprise Agreement 2017
Employment Period:	12-month, fixed-term contract.	Remuneration:	DV Vic Level 6.1 hourly rate = \$47.74 Salary sacrificing arrangements are offered within Australian Taxation Office guidelines
Reporting structure:	<p>Reports to the Strategic Projects and Engagement Manager.</p> <p>This role will also have a close working relationship with the Executive Director, Policy, Communications and Engagement.</p> <p>This role does not have any direct reports.</p>		
Hours and basis of employment:	<p>0.8 – 1.0 EFT, Negotiable</p> <p>DV Vic/DVRCV standard working hours are between 7.00am to 7.00pm, Monday to Friday and flexible work options are available.</p>		

Position Responsibilities

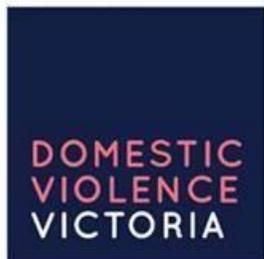
Strengthen intersectional feminism,	<ul style="list-style-type: none"> • Scope and develop a strategy to underpin meaningful action towards ensuring DV Vic/DVRCV is an inclusive, accessible and culturally safe
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<p>accessibility and inclusion within the organisation</p>	<p>workplace for a diverse workforce, in line with the DV Vic Code of Practice (Principle 8: Inclusion and Equity).</p> <ul style="list-style-type: none"> • Work collaboratively across the organisation to coordinate implementation of access and inclusion activity. • Further develop and embed DV Vic/DVRCV's intersectional feminist approach, in line with the DV Vic Code of Practice (Principle 4.2: Intersectional Feminism) through capability building with staff, providing advice internally, contributing to project work and deepening organisational understanding. • Contribute to creating and maintaining a work environment where difference and diversity is valued, encouraged and supported.
<p>Support peak members to strengthen intersectional feminism, accessibility and inclusion across their services</p>	<ul style="list-style-type: none"> • Support the development, internally, and in collaboration with members and partners, of a shared language and conceptual framework for working in a cohesive intersectional feminist way that focuses on the needs and experience of all people experiencing family and gender-based violence. • Provide secretariat support for the Coalition to End Family Violence for All, a partnership between DV Vic/DVRCV and a range of organisations with a specialist focus on supporting specific communities and cohorts of victim survivors of family violence. • Support the development and implementation of tools, resources and other activity to support capability building amongst the specialist family violence workforce around providing accessible and inclusive services to victim survivors of family violence. • Work with members and partners to identify opportunities to address systemic barriers faced by victim survivors experiencing other intersecting forms of oppression and disadvantage. • Identify and progress opportunities to increase and deepen DV Vic/DVRCV's and the specialist family violence sector's engagement with Aboriginal and Torres Strait Islander communities and Aboriginal Community Controlled Organisations, LGBTIQ+ communities and organisations, migrant and refugee communities and organisations, disabled people and specialist disability organisations, young people and specialist children's and young people's organisations, older people and specialist older people's organisations.

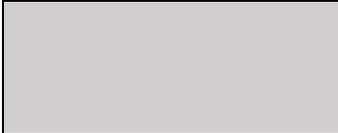


<p>Organisational Expectations (same for all staff)</p>	<ul style="list-style-type: none"> • Work within and contribute to a culture based on an intersectional feminist framework, as set out in the <i>Code of Practice: Principles and Standards for Specialist Family Violence Services for Victim-Survivors</i>, that recognises all family and gender-based violence has its roots in patriarchal and structural inequalities. • Adhere to DV Vic and DVRCV's values in your internal activity and when representing the organisation • Participate in and contribute to staff meetings/events/celebrations • Identify own professional development needs and share new knowledge with others • Support the development of new resources, policies and practice • Adhere to all policies in the DV Vic and DVRCV Policy Manual • Other duties as required
<p style="text-align: center;">Key Selection Criteria</p>	
<p>Qualifications</p>	<ul style="list-style-type: none"> • A qualification (or commensurate experience) in social work, community development, gender studies, project management or another relevant field will be highly regarded
<p>Skills and Experience Essential</p>	<ul style="list-style-type: none"> • Experience in or knowledge of working with victim survivors of family violence, working with specialist family violence services and/or working within the family violence system • Experience successfully developing strategic goals into actionable projects and implementation plans focused on organisational and/or cultural change, including managing multiple and sometimes competing priorities • Experience managing productive collaborative relationships and engaging multiple and diverse stakeholders (both internal and external)



	<ul style="list-style-type: none"> • Highly developed verbal communication skills, including influencing and negotiation skills, ability to listen and adapt to audience needs, and ability to lead and facilitate groups • A sophisticated understanding, and/or lived experience, of the ways that gender inequality intersects with other forms of inequality and oppression, such as colonialism, ableism, white supremacy, racism, homophobia, transphobia and classism to limit people’s access to services, support, and safety
<p>Skills and Experience Desirable</p>	<ul style="list-style-type: none"> • Experience working in the area of diversity, intersectionality, cultural safety, accessibility and/or inclusion within a community service context • Strong written communication skills, including producing comprehensive and concise reports and fit-for-purpose communication tools tailored to different audiences and formats • Understanding of the Multi-Agency Risk Assessment and Management Framework (MARAM) framework and experience supporting the autonomy and empowerment of victim survivors while managing family violence risk • Experience working within a peak body or other membership-based representative structure

Additional Information	
<p>Work Health and Safety</p>	<p>All employees are required to carry out their duties in a manner that does not adversely affect their own health and safety and that of others by reporting all incidents and injuries as well as cooperating with any measures introduced in the workplace to improve work health and safety.</p> <p>DV Vic and DVRCV is currently working remotely, as well as from our Carlton office. Office equipment will be provided to the successful candidate in accordance with OH&S requirements.</p>
<p>Police Check</p>	<p>A national police record check is required by our funder as part of the recruitment process. If you feel this could create a barrier for you, please</p>



contact us to discuss. A result on a police check will not necessarily prevent you being successful in this role. Results on a police check can be discussed and an assessment completed by DVVic/DVRCV.