

JOB DESCRIPTION

Position title:	Family Violence Practitioner
Approved by:	General Manager Operations
Date effective:	July 2021

PURPOSE

The purpose of this position is to ensure Relationships Australia Victoria (RAV) delivers high quality services across its Family Violence (FV) programs. This position delivers Men's Behaviour Change (MBC) Programs to enhance the safety and wellbeing of women and children who have experienced family violence whilst holding perpetrators accountable for their behaviour.

This position is covered by the Relationships Australia Victoria Staff Enterprise Agreement (SEA) but otherwise would be covered by the Social, Community, Home Care and Disability Services Industry Award 2010.

OUR ORGANISATION

Relationships Australia Victoria (RAV) is a secular, community-based, not-for-profit organisation with no religious affiliations. Our vision is for positive, respectful, safe and fulfilling relationships for all Australians. Our objective is to relieve suffering, distress and helplessness and to enhance physical, social and emotional wellbeing. Our services are for all members of the community, regardless of their religion, age, gender, sexual orientation, lifestyle choice, cultural background or economic circumstances. RAV provides services across metropolitan Melbourne and regional Victoria.

POSITION SUMMARY

The Family Violence Practitioner (FVP) will work in a collaborative manner with the FV team across centres as well as with external partners.

RAV is funded by the Department of Families, Fairness and Housing (DFFH) and Department of Justice & Community Safety (DOJ&CS) to provide voluntary and mandated MBC Programs in numerous locations across Victoria. The MBC Programs target perpetrators of violent and controlling behaviours towards family members. The aim is to increase the safety of women and children by holding men accountable and encouraging them to take responsibility for their own behaviour. The MBC Programs are comprised of group programs (20 weeks) and individual support to men who use family violence, and family safety contact support to victim survivors.

RAV is required to ensure service delivery across the relevant region, location, centre or area in Melbourne and regional Victoria is compliant with the Family Safety Victoria Men's Behaviour Change Minimum Standards, the DHHS Services Standards and the Family Violence Multi-Agency Risk Assessment and Management (MARAM) Framework.

Working within these requirements, the FVP will undertake eligibility assessments for the FV Programs, risk assessment and risk management of participants (including both perpetrators and victim survivors), facilitate MBC Programs as well as family safety support (where required).

KEY RESULT AREAS

Area	Tasks
Group program assessment and facilitation	<ul style="list-style-type: none"> Assess client suitability for MBC Programs and other FV Programs and provide referrals where appropriate. Undertake family violence comprehensive risk assessments (MARAM) of referred clients to MBC Programs and other RAV FV Programs. Facilitate MBC Programs throughout a designated area i.e. centre, region, state-wide Victoria. This includes modelling a gender equitable relationship in the facilitation with co-facilitators, ensuring all group processes are followed as per RAV's MBC Program manual, including adequate and thorough group and session preparation procedures are followed along with other facilitation tasks. Regularly meet with other FVPs, facilitators and family safety workers to undertake risk management that promotes family members' safety. Participate in secondary consultations for the MBC Programs and FV Programs. Liaise with and make appropriate referrals to other relevant services around risk management and safety planning include child protection, police, specialist women's services and Courts. Undertake consultation, case coordination and information sharing with relevant services, including women's services. Represent RAV family violence services at other external agencies in absence of Senior FV staff.
Family safety work	<ul style="list-style-type: none"> Where required provide family safety support, including engagement, risk assessment and safety planning for the current or former partners and family members including children of the perpetrators who participate in MBCP Programs. (Family safety support can only be undertaken for groups when not facilitating that particular group). Manage and report upon the current risk and safety of the current or former partners and family members including children of men currently attending the MBC Programs by:- <ul style="list-style-type: none"> Undertaking comprehensive risk assessment and risk management in accordance with the MARAM framework. Liaising directly with the MBC Program Facilitator, Senior FVP and Coordinator regarding safety concerns within the confines of confidentiality and consent. Providing telephone advocacy and support and referral to safety and support services as needed. Liaising with relevant authorities if the ex/partner or children are at risk. Providing information about family violence and manage women's expectations of the MBC Program. Developing and reviewing safety plans for victim survivors. Co facilitating educational or support groups for women, as required. Undertake consultation, case coordination and information sharing with relevant services, including women's services.
Family violence work	<ul style="list-style-type: none"> Maintain concise, accurate and legible client and group member details and records, including assessments, intake notes, completed forms and reports as required. Undertake organisational processes to ensure that all administration and documentation requirements are initiated and completed in a professional and timely manner.

	<ul style="list-style-type: none"> Attend regular team meetings, participate in supervision (individual and/or group) and required professional development. Attend any other requested stakeholder (internal or external) meetings to appropriately represent RAV in various forums as required. Compliance with RAV policies and procedures, and associated funding requirements. Manage demanding and changing workloads and competing priorities.
Program development	<ul style="list-style-type: none"> Establish effective working relationships with partner agencies providing services and support to women and children who have experienced family violence. Support RAV to develop and deliver a strong practice model for family violence referrals.
Policies, procedures and systems	<ul style="list-style-type: none"> Adhere to, and comply with RAV organisational policies, processes and procedures, using appropriate systems where required. Model the organisation's values, play a role in raising the profile of these values and associated behaviours across the organisation including a positive contribution to workplace harmony and displaying cooperative team behaviour. Proactively communicate, identify, report, assess OHS related risks and hazards within the centre(s).
Continuous improvement	<ul style="list-style-type: none"> Demonstrate commitment to the objectives of the team, centre and organisation and show considerable drive and effort in achieving work and organisational goals. Identify, develop and support and/or implement new initiatives, quality and continuous improvement activities as part of a continuous improvement process in own work, team, centre and organisational goals.
Other	<ul style="list-style-type: none"> This position description is not an exhaustive list of responsibilities and you will be expected to perform different tasks which fit with your skills, abilities and knowledge as may be necessary according to the changing business environment, services and the overall objectives of RAV.

REPORTING

Line manager:	Senior Manager (Centre) with day to day direction from Coordinator Family Violence.
Manages:	Nil.
Key internal liaison:	The role will work closely with the FV Coordinator in delivery of contracted services, Senior Family Violence Practitioner, Centre Assistant Manager, Program Manager, Family Violence Services, FV team members, staff at the Centre(s), Practice Development Specialist – Family Violence.
External liaison:	Clients, other service providers, community stakeholder groups, DSS and DFFH, Corrections Victoria, Child Protection Services, Police and Courts.
Note:	Reporting arrangements may change from time to time depending on business requirements.

OUR VALUES

INCLUSIVITY	Treating all people equally.
RESPECT	Treating everyone with respect.
INTEGRITY	Behaving with integrity in all our dealings.
TRANSPARENCY	Being open and honest in our communications.
ACCOUNTABILITY	Using our resources responsibly.

EFFECTIVENESS	Providing high quality, effective services and maintaining the highest professional standards.
ADAPTABILITY	Proactively responding to change to meet the needs of the community.

KEY PERFORMANCE INDICATORS (KPI's)

MBC Group Program Assessment and Facilitation

- Effective completion of assessments, including risk assessments, where required, and provision of related information.
- Effective facilitation of groups for perpetrators seeking to change their violent and abusive behaviours.
- Responding to men's use of violence in keeping with RAV policies and FSV Minimum Standards.
- Prompt reporting to Centre Manager and Family Violence Coordinator of safety concerns, and any serious matters or critical incidents.
- Compliance with family violence comprehensive risk assessment and risk management (MARAM).
- Compliance with the Family Violence Information Scheme (FVISS) and the Child Information Sharing Scheme (CISS).
- Positive feedback on performance.
- Participation in secondary consultations as required.

Family safety work

- Evidence of responsive and effective family safety support to victim survivors (adults and children), ex/current partners of MBC program participants in compliance with the FSV Minimum Standards.
 - Compliance with family violence comprehensive risk assessments (MARAM).
 - Compliance with the Family Violence Information Scheme (FVISS) and the Child Information Sharing Scheme (CISS).
 - Appropriate participation in secondary consultations as required.
- Provision of proactive and prompt reports to the Centre Manager and FV Coordinator for risk, safety, serious matters or critical incidents as required.
- Effectively working as part of the family violence team in promoting the safety and well-being of victim survivors.

Family violence work

- Maintain concise, accurate and legible client and group member details and records, including assessments, intake notes, completed forms and reports as required.
- Undertake organisational processes to ensure that all administration and documentation requirements are initiated and completed in a professional and timely manner.
- Attend regular team meetings, participate in supervision (individual and/or group) and required professional development.
- Attend any other requested stakeholder (internal or external) meetings to appropriately represent RAV in various forums as required.
- Compliance with RAV policies and procedures, and associated funding requirements.
- Completion of tasks and actions within timeframes as required.

KEY SELECTION CRITERIA (KSC)

Mandatory KSC:

Qualifications and Prerequisites

- A qualification or relevant experience, in line with the mandatory minimum qualification requirements for specialist family violence practitioners under the Victorian Government Mandatory Minimum Qualification Policy. See below, for more information*

- A current Employee Working with Children's Check (WWCC) and a satisfactory National Police Check, and International Police Check (if applicable) and a current Victorian driver's licence is required.

Specialist Expertise

- A graduate diploma or graduate certificate qualification in men's family violence or willingness to complete this study.
- Experience in the provision of high-quality comprehensive risk assessments of individuals and families, where family violence is an identified risk.
- Significant experience working with families affected by family violence
- Ability to engage in anti-collusive practice with clients who perpetrate family violence.
- An understanding of the gendered nature of family violence and the ability to articulate a practise framework including engagement and assessment.
- Demonstrated ability to flexibly manage competing priorities and stressful situations, monitoring own stress levels and practicing and promoting self-care strategies.

Highly Desirable KSC:

- Advanced understanding of relevant legislation and practice frameworks relating to family violence practice, including but not limited to the Family Violence Information Sharing Scheme (FVISS), Child Information Sharing Scheme (CISS) and the Family Violence Multi-Agency Risk Assessment and Management Framework (MARAM).
- A strong awareness of the life cycle stages in a family violence context, including social, historical, political, legal, cultural and organisational/systems impacts on victim survivors and perpetrators of family violence.
- Demonstrated understanding of intersectionality as it relates to diverse and marginalised populations and their experience of family violence.
- Significant relevant group work experience.
- Candidates with demonstratable skills, from previous experience with organisations and or culturally diverse client groups, staff and workforces or stakeholders are highly valued at RAV.
- Candidates who are Aboriginal, Torres Strait Islanders, people with a disability or others from under-represented culturally diverse backgrounds are encouraged to apply.

***Minimum mandatory qualifications requirements**

As per the minimum mandatory qualifications requirements via <https://www.vic.gov.au/mandatory-minimum-qualifications-specialist-family-violence-practitioners> all candidates wishing to apply for this role must be able to demonstrate that they:

- are considered EXEMPT under the policy, or
- hold a Bachelor of Social Work or other equivalent qualification, or
- have minimum five (5) years relevant professional experience, or a related qualification as per the mandatory minimum qualification requirements, or
- hold significant cultural knowledge and experience or lived experience, and have faced barriers to educational pathways

Please note that candidates wishing to enter the specialist family violence workforce via a related qualification or five (5) years related professional experience pathway, or the significant cultural knowledge and experience or lived experience pathways will be required to work towards an equivalent qualification within specified timeframes (as per the mandatory minimum qualifications policy).