

Adults Counsellor/Advocate – Position Description

Time Fraction:	Part-time (.8 FTE)
Reports to:	Adults Team Leader
Term:	12 Months Contract
Date:	October 2021

About CASACV

The Centre Against Sexual Assault Central Victoria (CASACV) is an incorporated not for profit community organisation that is governed by a Board. Funding is received from the Victorian Government. We employ over 25 staff with qualifications ranging in psychology, social work, family therapy and psychotherapy. Our primary site is located in Bendigo, but 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 and/or family violence either recently or in the past, and to their non-offending parents, partners, family and friends. We also offer a 24-hour crisis care response to victims of recent sexual assault, including crisis counselling, support and advocacy, 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 who have engaged in problematic or harmful sexualised behaviours (HSB) in the REFOCUS Program. We also provide specialised advocacy, secondary consultation, community education and professional training across the sector and within the community.

We are committed to the development of a positive and supportive work environment and strive to provide a family friendly workplace with flexible working arrangements. We provide clinical supervision, encourage continuous learning and focus on excellence in client outcomes and organisational objectives.

CASACV is also a 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 Health and Human Services, Child Protection; and Bendigo Community Health. In this specialised model, partner organisations support adult and child victims from first disclosure of sexual assault to criminal prosecution.

We uphold a feminist philosophy, and our aim is to provide an empowering, respectful and culturally sensitive service committed to best practice.

CASACV Values

All our work is underpinned by the following values:

- Social Justice - equity, inclusion and human rights are embedded within our organisation.
- Integrity, Safety, Respect and Empowerment - are integrated into 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 disability and people who identify as LGBTIQ+.

Position Overview and Accountabilities

This position provides specialised counselling to adults after having experienced sexual assault, and support to their non-offending family or friends. The position is supported by a team of highly skilled and qualified practitioners and receives regular clinical and administrative supervision and valuable peer and organisational support.

The primary objectives of the role are to:

- Manage an agreed case load, the numbers of cases are dependent on the EFT worked
- Conduct assessments and develop therapeutic treatment and counselling plans with clear goals
- Therapeutic treatment can range from short to long term and will be reviewed at regular intervals
- Therapeutic planning and services delivery engages the system around the client including family/carers and the service system.

This position has a primary focus of working with adults, both women and men.

The position is based in Bendigo, Victoria and will also be required to provide outreach services across the Loddon Region.

Position Requirements and Responsibilities

1. Direct Service

- 1.1. Provide therapeutic services to adults and adolescents who have experienced sexual assault or family violence, and to their non-offending family members and/or carers. Therapeutic practice includes therapeutic assessment, trauma counselling, ongoing monitoring of risk and safety issues, and may involve family or carers and working with other care or support systems.
- 1.2. Provide advocacy and support for people, as agreed by them within the broader service system including but not limited to police, judicial, medical, educational, child protection, community services and family systems.
- 1.3. Participate in the development and delivery of group programs.
- 1.4. Provide expert advice and secondary consultation to other professionals and organisations in relation to sexual assault and family violence.
- 1.5. Maintain appropriate client records and statistical requirements and provide professional reports as required.
- 1.6. Where required, participate in the intake system to provide an initial response to referrals and enquiries received from professionals, MDC partners and the general public, managing crisis presentations and secondary consultations and intake appointments.
- 1.7. In accordance with the strategic plan, assist in the delivery of community education and professional training to raise awareness of sexual assault as appropriate.
- 1.8. Maintain networks with relevant professional groups and community-based organisations.
- 1.9. As required, provide business hours crisis care support to people who have experienced a recent sexual assault.

2. Organisational Responsibilities

- 2.1. Awareness and observation of the policies and procedures of the organisation. Comply with relevant social and legal policy, as required.
- 2.2. Attend regular supervision (work review and clinical supervision) to develop own clinical practice, ensure quality client outcomes, manage potential impacts of the work on personal well-being, and ensure administrative requirements of the role are managed.
- 2.3. Awareness and observation of the policies and procedures of the organisation.
- 2.4. Comply with relevant social and legal policy, as required.
- 2.5. Participate in staff and team meetings, clinical and administrative supervision, training and professional development.
- 2.6. Participate in continuous quality improvement and development of best practice.
- 2.7. Contribute to research and presentations, including but not limited to conferences, training and journal articles regarding CASACV practice.

- 2.8. Plan time effectively to manage competing demands ensuring you meet the requirements of the role.
- 2.9. Participate in other activities and meetings relevant to CASACV.

Key Selection Criteria

Application **must** address the following:

Essential Qualifications and Experience

Degree or above qualification in social work, psychology, family therapy or similar discipline.

Essential Skills, Knowledge and Attributes

1. Significant knowledge and expertise in working therapeutically with the dynamics and effects of interpersonal trauma on children and adults, including family members and friends, including the impact of trauma on cognitive and emotional development.
2. Advanced knowledge and understanding of system responses to sexual assault, including legal, medical and child protection responses.
3. Demonstrated assessment skills, including therapeutic assessment, crisis intervention, risk assessment and safety planning.
4. Ability to work collaboratively with MDC partner organisations and across complex systems including, but not limited to, police, judicial, medical, educational, child protection, community services and family systems.
5. A comprehensive understanding of the issues relating to sexual assault and family violence within a gendered, feminist, structural, individual, family, and systemic context. Demonstrated ability to effectively communicate with others.
6. A high degree of professionalism, reflected in the ability to provide targeted clinical services within required timeframes.
7. Excellent written and oral communication skills including timely and accurate written reports and able to clearly articulate and engage with a range of audiences – clients, families and caregivers, other professionals, and the court system.
8. Demonstrated ability to flexibly manage competing priorities and stressful situations, monitoring own stress levels and practicing and promoting self-care strategies.
9. Demonstrated ability to work autonomously, as part of a team and to value and contribute to a positive workplace culture.

Other

Commitment to the CASACV Strategic Plan

Computer skills and proficiency in Microsoft applications.

Current Victorian Driver's Licence.

Referees

Applicants must provide the name and current contact details of three professional referees including the most recent line-manager or current supervisor (not external).

Position Entitlements

Hours of Work and Location of Work

- The position is part time 4 days per week (0.8 FTE)
- The position is subject to successful completion of a six-month probationary period, reviews will be conducted during this period.
- Location of the position is in Bendigo and may include outreach locations across the Loddon Campaspe Region
- Hours of work usually business hours of 9.00 am to 5.06 pm between Monday to Friday
- 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.

Salary and Conditions

Industrial Instrument: *Loddon Campaspe CASA Enterprise Agreement 2015*, Classification: Health Professional and Support Services Award HP2 \$80,000- \$91,000 per annum pro rata (based on qualifications and experience).

Generous salary packaging is available with Fringe Benefits Taxation of up to \$15,900 each year; other expenses may be packaged over this cap.

A current Working with Children Check and National Police Check is mandatory 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.

Applications

To discuss the opportunity please call CASACV - San - Clinical Services Manager on 5441 0430.

To apply for this position, (note applications without these components will not be considered):

- CV
- Letter of introduction
- Response to key selection criteria.

Applications close: 9.00am Monday 11th October 2021

Previous applicants need not apply

Email: **HR@casacv.org.au** – Subject: **Adults Counsellor/ Advocate**

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