

Position title	Team Leader		
Position holder	Vacant		
Program	Orange Door		
Funded by	Department Families, Fairness and Housing		
Based at location	Wimmera Orange Door, Horsham		
Responsible to	<ul style="list-style-type: none"> • Manager Family Violence Services and Healthy Communities • General Manager People and Community Support • Chief Executive Officer • HUB Manager 		
Direct reports	<ul style="list-style-type: none"> • Orange door practitioners 		
Award	Social, Community, Home Care and Disability Services Industry Award 2010		
Classification	Level 7 Pay Point 1		
Hourly rate	\$50.73884	Annual	\$100,260
Status	Full time		
Hours per week	38		
PD last updated and approved by CEO	December 2021		

Position summary

The Orange Door Team Leader will provide day-to-day coordination and support to a team of highly skilled family violence, perpetrator and child wellbeing workers who will collectively provide screening, assessment, triage and response functions to all incoming referrals through an Integrated Practice Framework. The position will supervise staff from other agencies that sit within The Orange Door.

The Orange Door brings together different workforces and practices to create an integrated team and a consolidated intake point, to create a new way of support for:

- Women, children, young people and families experiencing family violence
- Perpetrators of family violence
- Families in need of support with the care, development and well-being of infants, children and young people.

The Orange Door is designed to make it easier for vulnerable families and children, victims/survivors of family violence and perpetrators of family violence, to access services when and where they need them. The Orange Door will be a visible and trusted point in the community offering safe, simple and early access to services and connect people to the support they need.

Key responsibilities

1. Provide effective leadership, guidance and oversight to an integrated team of Orange Door Practitioners
 2. Ensure high quality, safe and effective service responses for vulnerable families, victim survivors of family violence and perpetrators of family violence, and to ensure integrated practice within your team.
 3. Provide support and work collaboratively with the HUB Manager, Practice Leads and extended leadership from other agencies within the Orange Door.
 4. Assist with the coordination of rosters, staffing and resourcing within the Orange Door.
 5. Assist with the management of case allocation, case planning and case review.
 6. Liaise with key stakeholders across the region to develop the effective and collaborative partnerships.
 7. Maintain a small client load and provide coverage for Orange Door practitioners as required.
 8. Monitor and contribute to the service delivery performance and data reporting requirements.
 9. Manage, support and develop the Orange Door team to build a culture of high performance, collaboration and innovation.
 10. Monitor alignment and ensure compliance with relevant practice standards and frameworks.
 11. Adhering to relevant frameworks including the Family Violence Information Sharing Scheme, standards, policies and procedures of the Support and Safety Hub.
 12. Contribute to the review, development and implementation of systems, policies and procedures to build and enhance the Orange Door model.
 13. Provide supervision and support to students as required.
 14. Other duties commensurate with current skills and experience as agreed with the Program Leader, Manager, General Manager or the Chief Executive Officer.
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Key selection criteria

Qualifications:

- Bachelor of Social Work or other equivalent qualification OR
- Willingness to work towards the minimum qualifications <https://www.vic.gov.au/mandatory-minimum-qualifications-specialist-family-violence-practitioners>

Mandatory:

- Proven industry experience of five years.
- Effective leadership experience in the community services sector, and the ability to build strong, high performing teams and align teams with organisational values and goals.

Desirable:

- Understanding of the Orange Door service model and vision.

Demonstrated skills, experience and/or understanding of:

- Working with vulnerable families, victim survivors of family violence or perpetrators of family violence.
- The application of relevant frameworks and legislation related to Family Violence and Child wellbeing, including the Multi Agency Risk Assessment and Management

(MARAM) Framework, Information Sharing Schemes, Family Violence Protection Act, Best Interests Case Practice Model and the Child, Youth and Families Act.

- Effective practices to engage and assure the cultural safety of clients from a diverse range of backgrounds, including those from an Aboriginal, Torres Strait Islander or CALD background, or the LGBTI community.
- Sound knowledge of and commitment to Feminist theory, principles and practice, and an understanding of intersectionality and how it relates to family violence.
- Working collaboratively with other agencies and organisations.
- Change management and supporting staff through change.
- Demonstrated attention to detail with well-developed administrative and organisational skills to effectively manage high volumes of work and determine priorities, meet targets and deadlines.
- Ability to maintain confidentiality at all times.
- Demonstrated knowledge and application of computer software, including Microsoft Office and the Internet.
- High level verbal and written communication skills that enable effective and appropriate communication with a broad range of people at all levels.
- Demonstrated ability to contribute to positive workplace culture and practices.

Licences and registrations

- Current Victorian driver licence
- Current National police check (less than 3 months old)
- Current Working With Children Check

Personal attributes

- Ethical and inclusive
- Self-disciplined
- Collaborative and supportive
- Flexible and resilient

Conditions of employment

This position is ongoing and is subject to:

- Successful completion of a six-month probationary period
- Full COVID-19 vaccination status from MyGov or Medicare or
- Certified evidence of medical exemption for COVID-19 vaccination

And requires the following checks:

- Satisfactory police check
- Working with Children Check

Note: Checks must be obtained and provided prior to commencement as a condition of employment at Grampians Community Health. Where check results are unsatisfactory in relation to the role to be carried out, the offer of employment will be withdrawn.

Employee acceptance of position:

Employee signature _____

Date _____

