



## Women's Health in the South East

### Job Description

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| <b>Job title:</b>  | Prevention of Violence against Women Lead   |
| <b>Salary:</b>     | Social, Community, Home Care and Disability Services Industry Award 2010 (Social and Community Services Employee) Level 7.1 |
| <b>Hours:</b>      | Fulltime – 38 Hours per week Initial 2 year Contract  |
| <b>Reports to:</b> | Manager, Women's Health and Wellbeing   |
| <b>Works with:</b> | Sexual and Reproductive Health Lead, Mental Wellbeing Lead Capacity and Capability Lead Communications Lead                 |

### About Women's Health in the South East (WHISE)

WHISE is one of 12 Women's Health Services that since 1988 have been a key part of the Victorian preventative health infrastructure. These services are providers of gendered health promotion and primary prevention that collectively share a range of priorities. Funded through the Victorian Government, the Victorian Women's Health Services:

- Advocate for the wellbeing of all women across Victoria
- Promote good health and wellbeing to Victorian women
- Apply an expert intersectional gendered lens to health issues and systems to improve outcomes for women.
- Prevent the underlying causes of ill-health and harm for women in Victoria

WHISE works across 10 local government areas from South Melbourne down to the Mornington Peninsula and east to Casey and Cardinia. Our area of work is the Southern Metropolitan Region and is one of the most diverse and expanding regions across Australia.

WHISE proudly works in the South East Region of Melbourne to create equity by learning, educating and advocating for all women. We create positive and productive relationships based on understanding and evidence with leaders, individuals, communities and organisations in our region

Our operating principles:

- We are collaborative and innovative
- We seek to create long term change to improve the lives of all women in our region



- We are curious and seek to constantly learn to improve our practice

Our **Values** are: Learning – Innovation – Collaboration – Integrity - Leadership

WHISE is an Incorporated Association in the State of Victoria (A0026387C) and a registered Charity with the Australian Charities and Not for Profits Commission. WHISE has an equal opportunity exemption and applications for this role and as such this position is open to applicants who identify as women.

## **Purpose of the position**

Working under the direction of the Manager, Women’s Health and Wellbeing, this role is responsible for leading the work at WHISE to prevent violence against women. This role uses health promotion and primary prevention strategies and, works with partners of WHISE and with community to design and deliver activities, campaigns and capacity building that prevents gendered violence in the Southern Metropolitan Region. The role exercises autonomy with regards to the work and activities of WHISE that related to the primary prevention of violence against women/gendered violence in the Southern Metropolitan region including key regional strategies and capacity development. Key to success is working in collaboration and partnership with others both within the organisation and, outside it on complex social policy and health matters to reduce gendered violence in the community.

## **Responsibilities and KPI**

### **Prevention of Gendered Violence in the Southern Metropolitan Region**

Be the lead within WHISE on the regional primary prevention of violence against women strategy (or equivalent) in terms of advocating for an representing its vision, goals and measures of success within WHISE and across the broader constituency in Southern Metropolitan Melbourne.

Drive the implementation of the partnership’s agreed strategies and goals through members of the partnership. Seek to identify, advocate, and facilitate the delivery of activities through those involved in the partnership; in collaboration with the Capacity and Capability Lead, continuously improve capacity and capability of the partnership on intersectional gender equity and primary prevention of gendered violence so that goals are achieved and, that violence against women in our region is prevented.

Using current, credible and relevant evidence, seek out opportunities to design and implement activities that grow the partnership – both in terms of numbers of members to the partnership, and also, in terms of the understanding and knowledge of primary prevention strategies to stop gendered violence in Southern Metropolitan Region.

*Key Performance Indicators:*



1. The regional partnership is seen as the coordinating and leading architecture in Southern Metropolitan Melbourne on how violence against women is addressed

**Measure:** Annual review of partnership measures reputation and relevance of the strategy and partnership activities

**Measure:** Feedback through WHISE annual stakeholder survey shows growth in recognition and reputation of the WHISE prevention of gendered violence activity including the partnership strategy

2. Capacity and Capability of the partnership grows.

**Measure:** Evaluation of activities demonstrates growth in capacity and capability of partnership.

**Measure:** Demonstration of active leadership to seek out and understand new and emerging capacity needs across the partnership as it relates to violence against women.

## **Development of Networks and Reach**

Under the direction of management, work to strengthen and expand the prevention of gendered violence partnership and networks of WHISE as a key enabler to the achievement of our strategic goals and achievement of our mission.

Take leadership of networks and partnerships in Southern Metropolitan Melbourne that relate specifically to family violence and, advocate for the application of an intersectional gender lens in those partnerships and the vital role of primary prevention in any activity and work on family violence; position the regional prevention partnership as a key enabler to prevention of gendered violence in Southern Melbourne.

Act as delegate for the Manager to be a part of committees and networks at the state wide level in relation to prevention of gendered violence, when required to ensure WHISE can advocate for the application of intersectional gender lens and, the needs of the health promotion and primary prevention sector at the local level.

Contribute to the expansion of partners and achievement of goals related to prevention of gendered based violence, by supporting the generation of income through fee for service work and securing of other grants in addition to WHISE's main funding contracts.

### *Key Performance Indicators:*

3. Participation in external networks and committees



**Measure:** Number of networks participated in annually, and alignment of those networks to the outputs and deliverables of WHISE and prevention of gendered violence work.

#### 4. Growth in partners

**Measure:** Number of new partners and stakeholders to the previous 12 months, formally joining the prevention of gendered violence partnership.

**Measure:** Additional funding secured through fee for service and additional grants

### **Management; Planning and Reporting**

Under the direction of the Manager, and in partnership with the Research and Evidence Lead, implement approaches to measure the impact of WHISE's prevention of gendered violence activity, to support the achievement of the organisations goals and mission.

Under the direction of the Manager ensure WHISE is fulfilling its obligations to funders, its clients, and in keeping with its mission and goals. Be accountable for the implementation of the WHISE budget as it relates to implementation of the organisations prevention of gendered violence activity and partnership, and within the remit of the role's annual work plan.

In collaboration with colleagues, seek out new funding opportunities to expand available resources to prevent gendered violence in Southern Metropolitan Melbourne including fee for service opportunities.

When required acquit and write reports for funders, produce regular impact reports for public distribution to promote the impact of WHISE's work to prevent gendered violence, and the regional partnership: seek out opportunities to share and promote the outcomes and impact of WHISE's work to prevent gendered violence (including the partnership), and where possible participate and/or present in conferences and public forums outside of the region.

Work collaboratively with other members of the WHISE team to achieve organisational objectives, to implement policy and procedures well and to ensure that the WHISE values are maintained. In collaboration with the Women's Health and Wellbeing Leads, support the Community Activation team to deliver and roll out activity that contributes to the prevention of gendered violence in Southern Metropolitan Melbourne.

Model, follow and monitor adherence to Occupational Health and Safety practices and policies and perform all duties in a manner that ensures personal health and safety of self and others.

Seek to consistently improve and develop the own practice

*Key Performance Indicators:*



5. Successful implementation of all projects and activities within the remit of prevention of gendered violence and role at WHISE - delivered on time and on budget.

**Measure:** 90% of project and work plans as designated in the WHISE business plan are developed and implemented to budget and time including fee for services

**Measure:** Funding opportunities are responded to in a timely way and in keeping with WHISE Fee for service policy and procedures

**Measure:** Amount of funding that is brought into WHISE to support the expansion and delivery of prevention of gendered violence work in Southern Metropolitan Melbourne

6. All government funding projects are acquitted and reported on time and per requirements. Evaluation reports as agreed are supplied to all fee for service clients. Data from all evaluation and reporting is supplied and able to be utilised for overall WHISE impact monitoring, annual reports and core funding impact reporting, including promoting the work of WHISE.

**Measure:** 100% of all required reports from funders are completed and acquitted in a timely manner

**Measure:** Data and evidence from activity and work to prevent gendered violence is collected and reported on to contribute to the WHISE annual reporting activity including that to the Department of Health and Impact measures.

**Measure:** All evidence related to activity within the remit of the role, is shared and stored so that it can be accessible for impact and reporting purposes. (Feedback monitored from Research and Evidence team)

**Measure:** Contribution to positioning the leadership of WHISE and the need for intersectional gender lens on health and wellbeing in the public domain through conference participation and, representation.

## Academic and trade qualifications

### Essential qualifications

- Degree/Tertiary Qualification in Health Promotion, Public Health, and/or Gender Mainstreaming

### Desirable qualifications

- Post secondary/Tertiary qualifications in primary prevention of family violence or equivalent

## Work experience and skills

### Essential experience

- At least 4 years experience in primary prevention and health promotion in a community facing role
- Experience in work as part of or with, a partnership model to address and improve social determinants of health
- Working knowledge and experience of primary prevention of violence against women strategies pertaining to and since the Royal Commission into Family Violence (Victoria)
- Significant working knowledge of foundation primary prevention of family violence frameworks including Our Watch Change the Story, and Victorian Government Gender Equity and Prevention of Family Violence Strategies. Have a working knowledge of the application of gender lens as it applies to all genders.
- In depth partnership experience with a diverse range of stakeholders across multiple levels of seniority and capacity
- Demonstrated understanding and skills in working with and being respectful of intersectional lived experience in the community
- Highly developed stakeholder engagement skills as it relates to managing and driving outcomes through partnership approaches to health promotion and primary prevention
- Sound demonstrated experience in planning, budgeting, and reporting on outcomes – in particular acquitting grants and communicating on outcomes to stakeholders and community
- Deep practical knowledge on evaluation and impact measurement as it relates to health promotion and primary prevention
- Experience of working with organisations similar to WHISE in terms of size, scope and culture

### Desirable experience

- Knowledge of the Southern Metropolitan Region
- Lived experience and/or experience working with women who have experienced family violence and/or experience of working in primary prevention of violence against women

## Personal qualities and behavioural traits

### Essential qualities or behaviours

- A feminist ethos and perspective and commitment to working with an appreciation of intersectional experience
- Approach to working in a way that is collegiate and collaborative
- Willingness to “roll sleeves” up to get activities done
- Reputation as an enabler and as a person who seeks to support the strengths in others



- Tolerance and adaptability to work in an environment that evolves at the pace of government policy and community need
- Demonstrated qualities in line with WHISE values

Desirable qualities or behaviours

- Lived experience of inequity of women in our community and society

### **Requirements for the Role**

Persons in this role must have permission to work in Australia and have a current drivers licence.

**CEO signature:**

Performance review period: Annually

**Next review date: January 2023**