

## Women In Work Coach Position Description

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<b>Position Title:</b>	Women In Work Coach (Empath)
<b>EFT:</b>	0.4 (Part Time, 15 hours per week) (7-Months contract with possibility of ongoing role)
<b>Reporting to:</b>	Organisational Development Manager
<b>Role Purpose</b>	<p>The 'Women In Work' Coach works in partnership with women who have experienced family violence to set and reach goals across the pillars of life including wellbeing, housing, finance and employment. The Coach will work within GSI's employment program (Women In Work) and liaise with other family violence services and relevant employment agencies.</p> <p>The coaching model is based on the EMPath, evidence-based US program that has been developed with an understanding of trauma. GSI is one of the first few organisations to run this program in Australia.</p>
<b>Classification:</b>	This position is paid under the Social, Community, Home Care and Disability Services Award 2020
<b>Location:</b>	Northern suburbs



## Organisational Context

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The Good Samaritan Inn was established in response to the need for emergency accommodation in and around Melbourne in 1996. The Inn is an initiative of the Sisters of the Good Samaritan.

*The congregation of the Sisters of the Good Samaritan of the Order of St Benedict was founded in Sydney by the first Archbishop, John Bede Polding OSB, on 2<sup>nd</sup> February 1857. The foundation was made in response to a particular need in the growing colony of New South Wales ... to continue the work of the House of the Good Shepherd, established in 1849 ... as a refuge for needy women. -Constitutions of the Sisters of the Good Samaritan*

### Mission

To support and assist women and children who have experienced family violence and homelessness.

### Vision

Our vision is to support women and children to:

- Recover from the trauma of family violence and homelessness.
- Regain their personal strength and sense of self
- Be empowered to make clear and informed decisions about their next steps.

We will continue to grow and develop our accommodation services to better meet the needs of the people we serve.

### Our Values

Inspired by the ministry of the Sisters of the Good Samaritan our values are:

<b>Hospitality</b>	<ul style="list-style-type: none"><li>• We welcome women and children as guests</li></ul>
<b>Hope</b>	<ul style="list-style-type: none"><li>• We meet women and children with hope and the belief that change is possible.</li></ul>
<b>Compassion</b>	<ul style="list-style-type: none"><li>• We provide practical, emotional, and therapeutic supports to help our guests recover from the trauma of family violence and homelessness</li></ul>
<b>Respect</b>	<ul style="list-style-type: none"><li>• We respect each woman's experiences, choices, and diversity</li><li>• We work collaboratively and professionally</li></ul>
<b>Community</b>	<ul style="list-style-type: none"><li>• We recognise the community context in which our work takes place</li><li>• We collaborate through our partnerships with women, volunteers, community organisations, and government.</li><li>• We recognise the communities of support women establish with one another through their shared experiences.</li></ul>

## Women In Work

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'Women In Work' is an employment program within the Good Samaritan Inn focused on finding employment for women who have experienced family violence. Our purpose is to help women build a thriving sense of self and generate a sustainable income through employment.

Family violence can take many forms including financial abuse, which can cause women to feel trapped in a violent relationship due to insufficient means or support to financially support themselves or their families.

In addition to providing employment, Women In Work will deliver a 6-month, one on one coaching program. The coaching program has been designed using EMPATH, a world-wide Economic Mobility Pathways Model, with a family violence lens. Family violence specialists will deliver the coaching program and will build on participants' skills and resilience to address barriers and to motivate sustainable change, whilst maintaining employment gained through Women In Work.

***By providing women who have experienced family violence with employment and coaching, Women In Work aims to break the cycle of family violence and help women on their road to self-sufficiency.***

Core competencies	Responsibilities
Coaching	<p>∴</p> <ul style="list-style-type: none"> <li>• Provide coaching for participants as they complete GSI's EMPath bridge and goal development process.</li> <li>• Incorporate an understanding of the role of intersectionality, family violence, and trauma in the goal setting and achievement process.</li> <li>• Employ a person-centred approach throughout all stages of coaching relationship.</li> <li>• Use motivational interviewing techniques to coach participants as they develop strategies to overcome challenges to goal success.</li> <li>• Support participants in the continual process of planning, achieving, and reviewing goals through regular documentation and review.</li> <li>• Share tools to build executive functioning skills.</li> <li>• Assists the participant to identify her own core values and align economic mobility goals with these values.</li> <li>• Use both intrinsic and extrinsic motivation.</li> <li>• Support the understanding of participants' aspirations and explore goals that match aspirations and any barriers that may be there.</li> </ul>
Program Development	<ul style="list-style-type: none"> <li>• Develop and build key stakeholder relationships within the Family Violence Sector (referring agencies)</li> <li>• Actively recruit new participants into the program who require coaching and employment</li> <li>• Coordinate the marketing of 'Women In Work' to actively attract new participants for coaching and employment opportunities</li> </ul>
Capacity Building	<ul style="list-style-type: none"> <li>• Provides opportunities for women to link with peer support.</li> <li>• Is responsive rather than reactive in work with women and focuses on building up an individual's ability to do more for themselves and move away from service dependence.</li> <li>• Builds strong relationships built on mutual trust and respects women's values and goals for their future.</li> <li>• Supports women to practice forward-looking work and maintain focus on big picture goals.</li> </ul>
Continuous quality improvement	<ul style="list-style-type: none"> <li>• Ensure the effectiveness of the program by collecting and documenting participation information and data.</li> <li>• Respond and adapt program to participant /stakeholder feedback.</li> <li>• Regularly reviewing program milestones and outcomes and any areas for improvement.</li> <li>• Regularly reviewing own practice</li> </ul>
Organisational responsibility and professionalism	<ul style="list-style-type: none"> <li>• Be part of a positive, responsive and flexible team.</li> <li>• Acting professionally when representing GSI using the organisation's resources responsibly.</li> <li>• Applying ethical frameworks to own behaviours, acting with integrity</li> </ul>

## Selection Criteria:

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- A tertiary qualification or relevant work experience in Social Work, Psychology, Coaching, Community Development, Community Services, Financial Counselling or an equivalent field.
- Demonstrated experience working in a community services, employment services, financial counselling or family violence organisations.
- Demonstrated experience mentoring/coaching participants to develop and achieve goals.
- Understanding of trauma and recovery orientated approaches.
- Demonstrated application of feminist informed, evidenced based and trauma informed frameworks of practice.
- Is responsive rather than reactive in work with women and focuses on building up an individual's ability to do for themselves.
- Considers intersectionality when delivering programs and services.
- Experience in motivational interviewing would be an asset.
- Demonstrated capability in assessing complex client risk, making timely and appropriate decisions and tailoring information, options and resources to the needs of individual clients
- Creates innovative spaces and opportunities for women from community to participate in collectively challenging injustices.
- Skilfully communicates in a way that partners with consumers in the decision-making journey to create reasonable expectations and promote understanding of the rationale for decisions and actions.

## Conditions of Employment:

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- Must hold a current Working with Children's Check and be willing to undergo criminal history checks prior to commencement and as required throughout employment.
- Any offer of employment will be subject to a satisfactory national police record check and Working with Children's Check.
- Current Victorian Drivers License

***We are a child safe organisation and have a zero tolerance to child abuse. We provide high quality Family Violence services inclusive of those who identify as Aboriginal and Torres Strait Islander, culturally and linguistically diverse, and or as LGBTIQ.***

