

Position Description

Family Counsellor

Position Title:	Family Counsellor
Position Number:	V0295
Manager/Reports to:	Roger Pugh – Program Lead – Counselling Team - Resilient Communities.
Division:	Client Services
Program:	Counselling Team – Resilient Communities
Primary Location:	341 Coventry St, South Melbourne, VIC 3205
Other Location:	BHN Sites
Classification (Grade/Level):	Social & Comm Services Employee Level 5 (Pay Point dependent on experience)
Enterprise Agreement or Award:	Social and Community Services: Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement 2022
Mode of Employment:	Permanent - Part Time 0.6 FTE

Better Health Network

Better Health Network (BHN) encompasses more than 22 locations and has over 800 staff work in multi-disciplinary teams to deliver health and disability outcomes. BHN is a responsive and agile community health service, providing a wide range of healthcare, social support, disability, and welfare services for all members of the community.

BHN provides services spanning all periods of life including specialist childhood, youth, and aged care services. In achieving its vision of health and wellbeing for all, BHN is guided by our distinct service principles, which include working with people and communities to achieve their health goals, understanding the context in which people live their lives, providing friendly, affordable, and holistic service.

Position Objective

The Family Counsellor is responsible for the delivery of timely, accessible, and quality counselling services to individuals, couples, children, and families. Central to this role is a thorough understanding of therapeutic approaches to counselling and commitment to best practice.

Key Responsibilities

- Assessment of individuals, couples, children, and families seeking psychological services.
- Provision of centre-based counselling interventions to individuals and families.

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- Participation in the development and implementation of therapeutic group programs.
 - Provision of secondary consultation to health professionals internal and external to the organisation.
 - Participate in team, program, and organisational accountability mechanisms, attending relevant meetings as directed by the Team Leader or Coordinator, and completing statistical requirements.
 - Liaison with relevant health and community services at local, regional, and state levels to ensure the health needs of the target group are effectively addressed.
 - Timely completion of administrative duties including assessments, case notes and matters pertaining to levels of risk.
 - Referral to other appropriate services when needed.
 - Follow up regarding any risk of harm to self and others.
 - Other duties as directed by the Team Leader or Coordinator.
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Organisational Values

All positions are required to follow the BHN values of Accountability, Collaboration, Respect, and Courage to guide their actions and behaviours towards employees and clients.

Organisational Responsibilities

All positions are required to:

Comply with BHN safety policies and procedures including a responsibility to participate in the development of a safe and healthy workplace. All employees must follow safe work practices for their own health and safety, and that of others. This includes ensuring work is undertaken safely and that injuries, accidents, near misses and potential hazards are reported immediately. Managers / Team Leaders must identify, assess, manage, and review risks to the health and safety of employees, contractors, and clients.

Participate in the established quality and safety systems to ensure that safe high-quality care is always provided to all clients. This includes assisting BHN to maintain quality accreditation standards by identifying and participating in the development and implementation of quality improvement initiatives.

Ensure a Duty of Care by taking reasonable steps to protect themselves, their colleagues and clients from injury or harm. This includes ensuring that adequate supervision/support is provided to all clients.

Familiarise themselves with and abide by BHN policies, procedures, values, and Code of Conduct.

Comply with the principles of equity by promoting gender equality and creating a culture, conditions and practices that are inclusive and equitable for all genders and equity for individuals of diverse backgrounds including those from the Aboriginal and Torres Strait Islander, Culturally and Linguistically Diverse and LGBTI+ community to apply.

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Follow legislative responsibilities and compliance requirements (including the child safety standards) for keeping children and families safe with BHN committed to the safety of children and families and ensuring they are protected from abuse, neglect, and violence.

Working Relationships

Direct Reports:

- Nil

Internal working relationships include:

- Counselling Team and other BHN programs including Resilient Communities.

External working relationships include:

- Across City of Port Phillip and Mental Health, Health and Service Support Sector
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Key Selection Criteria

Essential Qualifications

- Degree or Diploma in social work or other related qualification.
- Post-graduate qualifications in counselling and/or Family Therapy.

Essential Experience

- At least two years' experience in the provision of family counselling, including working with marginalised families and trauma.

Essential Skills and Attributes

- Demonstrated knowledge of current evidence-based therapeutic interventions in individual, couple, child, family, and group settings.
 - Knowledge of child and adolescent development and life stage transitions.
 - Demonstrated experience in the design and implementation of group work programs, particularly for parents, young people, or children in a variety of settings.
 - Excellent interpersonal and communication skills, including the ability to negotiate and collaborate with a variety of stakeholders.
 - Sound organisational, analytical and time management skills.
 - Excellent written and oral skills, including demonstrated ability to write and present clearly and concisely for specific target groups.
 - Understanding and commitment to the Social Model of Health.
 - Working with Children Check.
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Compliance

Compliance Responsibilities:

It is the responsibility of both the Manager and Incumbent(s) of the role to ensure the employee(s) performing the role meet relevant requirements of Professional Standards/Codes of Conduct imposed by AHPRA, National Boards, or under Industry Codes.

Probity checks must be completed as indicated

<input checked="" type="checkbox"/> National Police Check/Criminal Record Check [Mandatory]	<input checked="" type="checkbox"/> Working with Children Check
<input type="checkbox"/> NDIS Worker Screening Check	<input type="checkbox"/> Aged Care statutory declaration
<input type="checkbox"/> Professional Registration Choose an item.	<input type="checkbox"/> Discipline Specific Vaccination-Influenza
<input checked="" type="checkbox"/> Evidence of Right to Work in Australia [Mandatory]	<input type="checkbox"/> Discipline Specific Vaccination-Hep B or other

Person who completed and authorised the Position Description

Position Title: Program Lead
Division/Program: Resilient Communities

Employee Declaration

I have read, understood, and acknowledge the contents of this Position Description.

Employee Name:	
Date:	
Employee Signature:	