



**WORK  
WITH US**

**Towards a community free  
from family violence.**

# Specialist Family Violence Advocate

## Key Details

<b>Location</b>	Ringwood	<b>Remuneration</b>	\$100,776 – \$105,340 pro rata Not for profit salary packaging available
<b>Employment Type</b>	Part-Time	<b>Classification</b>	<a href="#">SCHADS Award</a> Social and Community Services Employee Level 5
<b>Reports to</b>	Team Leader, Support and Recovery	<b>Direct reports</b>	Nil

## What we offer

- We are a welcoming, supportive and inclusive team, driven by a shared vision of **a community free from violence where everyone is safe**
- We walk the talk on inclusion: **bring your whole self to work**
- We believe in **lifelong learning** and support our people to engage in professional development
- We embrace **flexibility and hybrid working** - whilst we believe some time together in person is critical (and the amount varies depending on your role), we know balancing life and work is important
- We have great benefits like **paid parental leave, EAP and wellbeing programs**

## About the job

We apply an intersectional lens to all of our work. Our approach is trauma informed, strengths based, and person centred. Alongside practical support, you will work with Victim Survivors to hold **hope, validate experience**, and **build empowerment** and self-belief.

We support all victim survivors of diverse abilities, ages, genders, bodies, sexualities, relationships, faiths, and cultures; committing to our vision of a community free from family violence, where everyone is safe.

## Support and Recovery

Our support and Recovery team works alongside victim survivors of all ages to manage risk and enhance safety through a tailored support plan.

This includes ongoing risk assessment, safety planning, advocacy and liaison with police and courts, collaborative work with services and referral and connection to other services.

You'll work in FVREE's team with assistance from your peers and team leader to learn the ropes and develop and enhance your specialist family violence practice.

## Your responsibilities

### Evidence based client care and support

- Develop and action Goal Directed Care Plans with clients to support risk management and recovery goals in an inclusive and culturally safe way
- Provide high quality risk assessment and safety planning in collaboration with victim survivors, children and young people and pets and animals using the Multi Agency Risk Assessment Management Framework (MARAM)
- Centre the child and young person and support child wellbeing
- Work productively and collaboratively with other organisations across the family violence and broader service system to support clients and advocate alongside them

<p><b>Inter-organisational collaboration</b></p>	<ul style="list-style-type: none"> <li>▪ Record required data and case notes/records accurately and promptly in the client management system (SHIP).</li> <li>▪ Maintain strict privacy and confidentiality of client data, acknowledging the significant risks associated with privacy breaches</li> <li>▪ Provide reports as required within directed timeframes</li> </ul>
<p><b>Data reporting and privacy</b></p>	<ul style="list-style-type: none"> <li>▪ Take an active and accountable role in supervision to enhance your practice</li> <li>▪ Participate fully in team development and learning initiatives like reflective practice.</li> <li>▪ Actively engage and collaborate with your peers</li> </ul>
<p><b>Team collaboration and learning</b></p>	<ul style="list-style-type: none"> <li>▪ Take an active and accountable role in supervision to enhance your practice</li> <li>▪ Participate fully in team development and learning initiatives like reflective practice</li> <li>▪ Engage in Safe &amp; Together model Core training and practice</li> <li>▪ Actively engage and collaborate with your peers in Support &amp; Recovery</li> </ul>
<p><b>Safeguarding Children and Young People</b></p>	<ul style="list-style-type: none"> <li>▪ Promote and provide a welcoming and safe environment for any children and young people you interact with at work</li> <li>▪ Act as a positive role model and interact with children and young people in a safe way</li> <li>▪ Report any suspicions, concerns, breaches of policy, allegations or disclosures of alleged abuse by FVREE people or external individuals to your manager and the Safeguarding Officer.</li> </ul>

## To succeed in this job, you will need the capability to:

- Understand the gendered nature of family violence and the compounding effect of intersecting forms of oppression and inequality
- Apply specialist family violence frameworks and evidence-based practice (such as MARAM, Safe & Together, trauma informed care, strengths-based approach, culturally safe service) in your work
- Reflect on your actions, show awareness and self-insight
- Analyse information, think laterally and solve problems
- Adapt your communication style to build broad and effective relationships internally and externally
- Maintain resilience and self-care when working with trauma
- Be flexible, adaptable and positive in your approach to work
- Manage time and competing priorities

## You'll need these qualifications and/or experience

- Bachelor of Social Work or another qualification or relevant experience in line with the minimum mandatory qualification requirements for Specialist Family Violence Practitioners and, where required, a willingness to work towards the minimum qualifications\*.
- Experience in Family Violence is desirable but not essential

*\***Recommendation 209** of the Royal Commission into Family Violence has led to the introduction of mandatory minimum qualification requirements for Specialist Family Violence Practitioners. You can find out more [here](#). If you don't meet the minimum qualifications you can still be employed as a practitioner and work towards an eligible qualification. This is called an employment pathway. If you don't hold a Social Work degree but are interested to apply, please speak to our People and Culture Team for advice! 03 9259 4200 or [peopleandculture@ffree.org.au](mailto:peopleandculture@ffree.org.au)*

## Core Capabilities

Everyone at FVREE needs these capabilities to succeed:

<b>Sector and Organisational Purpose &amp; Values</b>	<ul style="list-style-type: none"> <li>■ The skills required to uphold our values, reflecting the purpose of the family violence sector. Having a sound understanding of the family violence sector including key frameworks and how they apply to the services we deliver.</li> </ul>
<b>Leadership and Teamwork</b>	<ul style="list-style-type: none"> <li>■ The skills necessary to work effectively as part of a team, both as a team member and leader. The ability to positively engage with others, collaborating and sharing knowledge and information. As a leader, having the capability to provide guidance, coaching and expertise that is adapted to the needs of the team.</li> </ul>
<b>Centring the Client</b>	<ul style="list-style-type: none"> <li>■ We centre the needs and experiences of all victim survivors</li> <li>■ Using a perpetrator pattern based approach to assess multiple pathways to harm caused by the perpetrator of violence</li> <li>■ Partnering with the Victim Survivor and challenge victim blaming narratives</li> </ul>
<b>Personal and Professional Accountability</b>	<ul style="list-style-type: none"> <li>■ The capability to be responsible and accountable for personal and professional actions, the actions of your team, and the actions of the organisation as a whole.</li> </ul>
<b>Communication</b>	<ul style="list-style-type: none"> <li>■ The capability to communicate clearly, actively listen to others, and respond with understanding and respect across all forms of communication.</li> </ul>
<b>Innovation and Change</b>	<ul style="list-style-type: none"> <li>■ The capability to be flexible, deal with ambiguity, and be ready to respond to the changing needs of clients, the organisation and the sector through thinking creatively and critically to promote continuous improvement. The ability to support, promote and champion change and assist others to engage with the change process.</li> </ul>
<b>Problem Solving</b>	<ul style="list-style-type: none"> <li>■ The capability to solve problems in an organisational context, demonstrating the skills required to think laterally and address emerging issues in a proactive manner.</li> </ul>
<b>Emotional Intelligence</b>	<ul style="list-style-type: none"> <li>■ The capability to recognise and understand emotions in yourself and others and having the ability to regulate them and adapt behaviours accordingly to respond effective. This includes the ability to support the resilience of your team and the organisation, in the face of sensitive matters and challenging circumstances.</li> </ul>

## Other important things to know

- A probation period of 6 months applies from when you join FVREE
- You will need to get some safety screening checks before starting in the role:
  - A national criminal history (police) check renewed every 3 years
  - An international criminal history certificate (if you've lived overseas for 12 months or more in the last 10 years)
  - A Working with Children Check (renewed every 5 years)
  - A current Victorian Drivers Licence
- If you choose a work from home working option, you'll need to have your own home office safely set up as per internal ergonomic requirements
- We take safeguarding children and young people seriously. In addition to our standard Code of Conduct, you will be required to sign and comply with our Safeguarding Children and Young People Code of Conduct which will be provided to you when you commence employment.
- This position description is a guide and reasonable additional duties may be requested