

## **Position Description**

<b>Position Title:</b>	Men's Family Violence Pathways Practitioner
<b>Service/Program:</b>	Family Violence
<b>Approved By:</b>	General Manager Operations
<b>Date Effective:</b>	December 2020

### **Our Organisation**

RAV is a secular, community-based, not-for-profit organisation with more than 75 years' service delivery experience. Our vision is for positive, respectful, safe and fulfilling relationships for all Australians. Our objective is to relieve suffering, distress and helplessness and to enhance physical, social and emotional wellbeing. Our services are for all members of the community, regardless of their religion, age, gender, sexual orientation, lifestyle choice, cultural background or economic circumstances. We provide services across metropolitan Melbourne and regional Victoria, through a network of centres, outreach locations and via telephone and telehealth.

### **Our Values**

Inclusiveness, respect, integrity, transparency, accountability, effectiveness, innovation and compassion.

### **Position Purpose**

The purpose of this position is to ensure Relationships Australia Victoria (RAV) provides comprehensive family violence program assessment, developing individual pathway plans and active case coordination where required. This position is covered by the Relationships Australia Victoria Staff Enterprise Agreement (SEA) but otherwise, would be covered by the Social, Community, Home Care and Disability Services Industry Award 2010.

### **Position Specifications**

Line manager	Centre Manager
Manages	Nil
Key external liaison	Clients, external stakeholders and other service providers
<i>Note: Reporting arrangements may change from time to time to meet business requirements</i>	

### **Position Summary**

This role will have three (3) primary areas of responsibility:

1. Undertake eligibility assessments for the Family Violence (FV) Programs, risk assessment and risk management of program participants (including both perpetrators and victim survivors), facilitate Men's Behaviour Change (MBC) Programs as well as family safety support (where required).
2. Develop case plans for eligible clients that identify a range of realistic and achievable change goals and support needs, address risks and individual barriers to change, and engage each client with other social and universal services as appropriate. This position will ensure the delivery of high quality and timely professional case management services for clients, which keep them in view of services and relevant authorities and contribute to the ongoing safety of women and children through addressing barriers to engaging with behaviour change. The Men's Family Violence Pathways Practitioner will closely liaise with the MBC group facilitators and Family Safety Worker, who will support the client's partner and family members, and undertake risk assessment and management throughout the support period. Case management responses will be provided on an individual and tailored basis and provide an average of 20 hours of support to each client.
3. Develop links with other specialist service providers across the state, including in relation to referrals and short-term accommodation and other basic needs, physical and mental health, financial, alcohol and other drugs (AoD), legal services, and employment/education and other needs as relevant.

## Key Result Areas (KRAs)

Area	Tasks
FV program assessment and group facilitation	<ul style="list-style-type: none"> <li>• Accept and assess client suitability for MBC Programs, case management and other FV Programs and provide referrals where appropriate.</li> <li>• Undertake family violence comprehensive risk assessments (MARAM) of referred cases to MBC Programs and other RAV FV Programs.</li> <li>• Facilitate MBC Programs throughout a designated area i.e. centre, region, state-wide Victoria. This includes modelling a gender equitable relationship in the facilitation with co-facilitators, ensuring all group processes are followed as per RAV's MBC Program manual, including adequate and thorough group and session preparation procedures are followed along with other facilitation tasks.</li> <li>• Regularly meet with other FV program staff, facilitators and family safety workers to undertake risk management that promotes family members' safety.</li> <li>• Participate in secondary consultations for the MBC Programs and FV Programs.</li> <li>• Liaise with and make appropriate referrals to other relevant services around risk management and safety planning include child protection, police, specialist women's services and Courts.</li> <li>• Undertake consultation, case coordination and information sharing with relevant services, including women's services.</li> <li>• Represent RAV family violence services at other external agencies in absence of Senior FV staff.</li> </ul>
Client Contact	<ul style="list-style-type: none"> <li>• Provide assertive outreach to engage difficult to engage clients.</li> <li>• Effectively manage face to face and telephone client contact.</li> <li>• Build effective working relationships with program participants</li> <li>• Consult with the Coordinator Family Violence or Senior Clinician Family Violence in relation to the necessary course of action for individual(s) as required.</li> <li>• Provide education about family violence and strategies to reduce violence.</li> <li>• Undertake safety planning with the client.</li> <li>• Engage with clients to challenge violent/inappropriate behaviours and to encourage clients to take responsibility for these and for meeting the goals within their case plans.</li> </ul>
Case management	<ul style="list-style-type: none"> <li>• Demonstrate an understanding and/or practice of effective case management practices, proactively managing risk with complex clients.</li> <li>• Develop comprehensive case plans with suitable clients, including specific goals and actions, and engagement with relevant family violence specific interventions.</li> <li>• Make appropriate and timely referrals to relevant services for clients, when and where required.</li> <li>• Communicate with family safety contact workers to ensure that case plans/interventions are responsive to the issues raised by victim survivors.</li> <li>• Allocate brokerage funding to facilitate delivery of case plan goals.</li> <li>• Undertake ongoing reviews.</li> <li>• Undertake role responsibilities in consultation with and guidance from the Coordinator Family Violence and Senior Clinician Family Violence</li> </ul>
Service effectiveness and reporting	<p>Work closely with the Coordinator Family Violence and Senior Clinician Family Violence to:</p> <ul style="list-style-type: none"> <li>• provide service reports to management and/or for funding obligations, as and when required.</li> <li>• Ensure reporting data is collected and entered into the Department of Health and Human Services (DHHS) IRIS data collection system and the RAV Client Management System as required.</li> </ul>
Case note practices and case load	<ul style="list-style-type: none"> <li>• Ensure case notes are maintained in accordance with RAV policies and procedures.</li> <li>• Manage case load with supervision from the Coordinator Family Violence.</li> <li>• Participate reflectively and actively in clinical supervision to enhance skills and services delivered.</li> </ul>
Policies procedures and systems	<ul style="list-style-type: none"> <li>• Comply with policies, procedures and systems as required.</li> <li>• Model the organisation's values and contribute to the workplace culture.</li> <li>• Identify, communicate, report OHS related risks and hazards within the workplace.</li> </ul>

*Position descriptions are regularly reviewed to ensure they meet RAV's needs. These may be changed by general or department managers, and/or the Chief Executive Officer at any time. Current position descriptions are accessible at any time on SharePoint.*

Continuous improvement	<ul style="list-style-type: none"> <li>• Demonstrate commitment to team / centre objectives and strategic priorities.</li> <li>• Identify, develop and support new initiatives, quality, continuous improvement activities to support organisational requirements.</li> </ul>
Other	<ul style="list-style-type: none"> <li>• This position description is not an exhaustive list of responsibilities.</li> <li>• Additional responsibilities not listed may be required; these may change from time to time to reflect the needs of our clients and the service but will remain at the same level of responsibility aligned to this position.</li> <li>• You are expected to perform different tasks which fit with your skills, abilities and knowledge, as may be necessary due to business, workplace, service changes.</li> </ul>

**Key Performance Indicators (KPIs)**

- Effective completion of assessments, including risk assessments, where required, and provision of related information complying with the family violence comprehensive risk assessments (MARAM) framework.
- Evidence of intervention activities implemented with clients.
- Effective consultation, when appropriate, evident with the Coordinator Family Violence or Senior Clinician Family Violence.
- Appropriate client-centred case plans developed in partnership with client and documented to achieve identified outcomes and responding to clients in a timely and professional manner.
- Timely and accurate reporting and data requirements.
- Effective facilitation of groups for perpetrators seeking to change their violent and abusive behaviours.
- Responding to men’s use of violence in keeping with RAV policies and Family Safety Victoria (FSV) Minimum Standards.
- Prompt reporting to Centre Manager and Family Violence Coordinator of safety concerns, and any serious matters or critical incidents.
- Maintain concise, accurate and legible client and group member details and records, including assessments, intake notes, case plans, completed forms and reports as required.
- Appropriate participation in secondary consultations as required.
- Manage demanding and changing workloads and competing priorities.
- Compliance with RAV policies and procedures, and associated funding requirements.

**Key Selection Criteria (KSC)**

**Mandatory KSC:**

- Appropriate tertiary qualification in social work, or a related social science discipline.
- Completion of ‘No to Violence’ Graduate Certificate in Client Assessment and Case Management (Male Family Violence), Swinburne University (preferred) or significant relevant group work experience).
- Experience in the provision of high-quality risk assessments of individuals and families, where family violence is an identified risk.
- An understanding of the gendered nature of family violence and the ability to articulate a practise framework including engagement and assessment.
- Demonstrated experience with a range of family violence and family intervention models.
- Excellent written and oral communication skills, client engagement skills.
- Demonstrated ability to flexibly manage competing priorities and stressful situations, monitoring own stress levels and practicing and promoting self-care strategies.
- All employees will be required to undertake a National Police Check, International Police Check (if applicable), and have a current Working with Children Check throughout their employment.

**Desirable KSC:**

- Current Victorian Driver’s Licence and access to personal vehicle.
- Knowledge of the Family Violence Protection ACT 2008 and the Multi Agency Risk Assessment Management (MARAM) Framework and safety planning.
- Experience working in a role with culturally and linguistically diverse clients, stakeholders and staff (preferable)

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We encourage applications from First Nations peoples, people from under-represented culturally and linguistically diverse backgrounds, people from lesbian, gay, bisexual, transgender, intersex, queer, asexual (LGBTIQA+) communities, and people living with disability.



We acknowledge the First Nations and Torres Strait Islander peoples as the Traditional Owners of the lands and waterways of Australia. We support Aboriginal people's right to self-determination and culturally safe services. We recognise the lifelong impacts of childhood trauma. We recognise those who had children taken away from them.