

CHILDREN BY CHOICE

POSITION DESCRIPTION

Position Title:	Counsellor
Reports to:	Client Services Team Leader
Date:	July 2026
Award:	Social, Community, Home Care and Disability Services Industry Award
Award Level:	Level 5 Children by Choice can offer salary sacrifice up to \$15,900 per year tax-free for general living expenses. Additionally employees can salary sacrifice up to \$2,650 per year for meals and entertainment, bringing the potential tax-free benefit to \$18,500 annually.
Employment Status:	Full Time Contract role until December 31 2028
Hours:	37.5
Location:	Hybrid/Milton, Queensland

ABOUT CHILDREN BY CHOICE

Children by Choice is a proudly feminist, values-driven organisation working to advance reproductive rights and equity across Queensland. We provide all-options pregnancy support & counselling, education, advocacy, and consumer engagement, ensuring every person can make informed choices about pregnancy, parenting, kinship care and abortion care.

Children by Choice holds the following values: Pro Choice. Collaborative. Compassionate. Feminist. Integrity.

PURPOSE OF THE ROLE

To provide high-quality, trauma-informed therapeutic counselling support to individuals navigating complex pregnancy decisions, pregnancy loss, reproductive coercion, and other reproductive health experiences where domestic, family or sexual violence is present or has impacted their experience.

This position is anchored in feminist principles, reproductive justice, and trauma-informed care.

KEY RESPONSIBILITIES

- 1) Deliver trauma-informed, client-centred counselling to individuals facing:
 - complex pregnancy decisions
 - pregnancy loss

- reproductive coercion
 - or other reproductive health issues, using structured, evidence-based frameworks adapted to client needs.
- 2) Provide specialised therapeutic support to clients impacted by domestic, family and sexual violence, recognising the ways violence and coercion can influence reproductive decision-making, wellbeing, and access to healthcare.
 - 3) Conduct risk assessments and safety planning in accordance with recognised frameworks and organisational policies.
 - 4) Facilitate integrated and coordinated support responses for clients impacted by domestic, family and sexual violence, including service navigation, referral pathways, and collaboration with mental health, healthcare, specialist DFSV, and community services to promote ongoing safety and wellbeing.
 - 5) Provide telephone counselling and intake support as needed, including coverage following cancelled appointments or peak service periods, to ensure responsive and accessible service delivery.
 - 6) Work collaboratively with the Pregnancy Options Team to ensure smooth client journeys from intake through to assessment and counselling support.
 - 7) Maintain timely, accurate, and confidential client records, assessments, and outcome tracking in line with organisational policies and legislative requirements.
 - 8) Participate in regular clinical supervision, reflective practice, and professional development activities to maintain best practice standards.
 - 9) Contribute to the development, review, and improvement of internal resources, policies, counselling procedures, and client-facing materials.
 - 10) Actively uphold Children by Choice's commitment to a pro-choice, feminist, client-led model of service delivery.
 - 11) Demonstrate knowledge of Child Safety Organisation Act and Human Services Quality Framework to support organisation compliance.
 - 12) Perform any other duties as assigned from time to time to allow flexibility as the organisation evolves.

SELECTION CRITERIA

Essential:

- 1) A minimum three-year tertiary qualification in Counselling from a recognised institution.
- 2) Current registration, or eligibility for registration, with ACA and/or PACFA.

- 3) At least two years of clinical counselling experience, preferably within the women's health, reproductive health, or community health sectors.
- 4) Experience in providing specialised, trauma-informed responses to domestic, family and sexual violence.
- 5) Alignment with the vision, mission, values, and feminist principles of Children by Choice.
- 6) Highly developed interpersonal and communication skills, with the ability to build trust, establish rapport, and maintain positive working relationships with colleagues, management, and sector partners.
- 7) A current and valid Paid Blue Card (Queensland Working with Children Check) or eligibility to obtain one.

Additional Requirements:

- 1) Applicants must be willing and able to undertake occasional after-hours work as requested.

PERFORMANCE MEASURES

- 1) Conduct 4-5 individual counselling sessions per day, adapting support to client needs.
- 2) Demonstrates effective collaboration with specialist DFSV, mental health, healthcare, and community service providers to support client safety and wellbeing.
- 3) Use participant feedback to refine program content and delivery.
- 4) Work effectively with colleagues to ensure smooth client pathways.
- 5) Provide timely intake support and coverage following cancellations or peak demand periods.
- 6) Take actions to reduce barriers to care for priority populations, demonstrating commitment to reproductive justice, equity, and inclusion.
- 7) Create collaborative relationships with internal teams result in coordinated care, and improved referral pathways.
- 8) Keep client records accurate, complete, and maintained in compliance with organisational standards, supporting service improvement and advocacy initiatives.
- 9) Demonstrate organisational values in all professional interactions.
- 10) Participate in reflective practice and professional development and contribute to continuous improvement of service quality and client outcomes