

POSITION DESCRIPTION – Independent Chair, Eastern Metropolitan Regional Family Violence Partnership



Background

The Eastern Metropolitan Region Regional Family Violence Partnership (RFVP) is one of 14 Family Violence Regional Integration Committees (FVRICs) across Victoria. It supports the implementation of statewide family violence reforms and connects stakeholders whose work intersects with family violence. The RFVP brings together a wide range of partners who work collectively to improve system responses and outcomes for victim survivors and children and young people, while strengthening accountability and visibility of people using violence.

Member organisations from across the community, health, and justice sectors are located across the two Department of Families, Fairness and Housing (DFFH) areas of Inner Eastern Melbourne and Outer Eastern Melbourne, on the lands of the Wurundjeri and Bunurong people of the Kulin nation.

The RFVP is committed to embedding the voice of lived experience in all aspects of its work, in line with the RFVP Strategic Plan, Collaboration for Change. For further information about the RFVP please refer to our website: <https://rfvp.org.au/>

The RFVP is auspiced by FVREE, who are also a partnership member. FVREE is the primary provider of specialist family violence services in the Eastern Melbourne Region <https://fvree.org.au/>.

The work of the RFVP is currently supported by a Principal Strategic Advisor (1FTE) and a Project and Partnership Coordinator (0.8FTE) based in Ringwood.

Position purpose

Working closely with the Principal Strategic Advisor (PSA), the RFVP Independent Chair provides independent strategic leadership to strengthen the effectiveness, accountability and impact of the Partnership.

The Independent Chair drives strong governance and partnership practice across the Eastern Metropolitan Region. By facilitating meaningful member engagement and harnessing collective expertise, the Chair supports integrated service system responses to family and sexual violence across the region.

Acting in the interests of the Partnership as a whole, the Independent Chair leads a range of governance structures and represents the RFVP across various regional and statewide forums.

The Independent Chair is accountable to the RFVP members. The RFVP's Systems Leadership Group has delegated authority to oversee the Chair's annual performance review process.

Key responsibilities

Governance

- Drive the effective governance of a multi-sector partnership of government and non-government agencies
- Provide governance and accountability oversight, including monitoring partnership impact, identifying and managing risk, and supporting sound financial management.
- Ensure the health and effectiveness of the partnership and that the RFVP's governance mechanisms are actively monitored and reported on.

Strategic Leadership

- Provide strategic leadership to the RFVP to ensure alignment with the statewide FVRIC Guidelines, state-wide priorities and reform objectives.
- Enable participatory and inclusive processes to develop, implement, monitor and review Strategic and Annual Action plans with RFVP members.
- Strengthen statewide consistency of FVRIC priorities through collaboration with other FVRIC Chairs and the Statewide Family Violence Regional Integration Committee.

Leadership

- Build relationships with senior leaders across the Partnership to strengthen governance and collective impact beyond the capacity of individual organisations alone.
- Promote effective participation, collaboration, information sharing, and shared leadership across the Partnership, in line with RFVP values.
- Facilitate constructive dialogue amongst Partnership members to identify risks, challenges and opportunities for improvement.
- Represent and advance the collective views and agreed positions of the RFVP in local, regional, and statewide settings.

Meeting Chairing

- In partnership with the PSA, plan and chair the following in-person meetings:
 - **Systems Leadership Group (SLG):** Senior leaders attend five meetings per year to focus on systems leadership, cross sector integration and achievement of the RFVP purpose and three-year Strategic Plan.
 - **Implementation Committee (IC):** this Committee enables information sharing, identification of system issues, system integration and partner collaboration to drive better outcomes. The Independent Chair is required to Chair five IC meetings annually.

Support to the Principal Strategic Advisor (PSA)

- Provide professional supervision, guidance, and performance oversight to the PSA (aligned to the auspice agency policies and procedures) to support the PSA to lead the day-to-day work of the Partnership and contribute to statewide policy development and planning discussions.

Key Selection Criteria

- A sound understanding of Victoria's family and sexual violence system across the prevention to recovery continuum, including relevant government policy, legislation and systems reform.
- Demonstrated understanding of intersectional frameworks and approaches, including the distinct experiences of family and sexual violence amongst Aboriginal and Torres Strait Islander people, Culturally and Linguistically Diverse communities, LGBTIQ+ communities, people with a disability, children and young people and other priority populations.
- Demonstrated experience chairing boards, committees, partnerships or governance groups or comparable senior executive experience in complex environments.
- Good working knowledge of governance practices relating to accountability, risk identification and management, decision making, dispute resolution and conflicts of interest.
- Proven ability to provide strategic leadership and stakeholder management across complex, multi-agency governance arrangements involving diverse stakeholders.
- Exceptional systems and strategic thinking, with strong analytical capability and the ability to interpret complex information and identify emerging issues and opportunities.
- Highly developed chairing and facilitation skills, including managing diverse perspectives and enabling shared decision making

- Demonstrated experience engaging a diverse range of stakeholders, including lived experience advocates, senior leaders, partner organisations and government representatives, in ways that support inclusive participation and shared outcomes.

Desirable

- Experience incorporating lived experience perspectives into governance and decision-making.
- Located in or in reasonable proximity to the Eastern region to support in person engagement and attendance at meetings.

Other position requirements

- Legal eligibility to work in Australia.
- Satisfactory national police check and international police check if required
- Current Working with Children Check

Inclusion statement

The RFVP is committed to a Partnership that reflects the diversity of the clients and communities supported by its members. We encourage applications from the Aboriginal and Torres Strait Islander people, people with a disability, and people of all cultures, sexualities, gender identities, ages and ethnic backgrounds.

Tenure, Conditions and Accountability

- The Independent Chair is engaged under a fixed-term contract to provide independent strategic leadership to the RFVP.
- This appointment is fixed for an initial two-year term, including a six-month probation period. Subject to funding and mutual agreement it may be extended for up to one additional year, to a maximum total term of three years.
- The role operates flexibly within agreed governance, accountability, and performance review frameworks.
- The contracted role provides for up to 15 hours per month from February to November, worked flexibly and remunerated at \$23,000 per annum.
- Additional negotiated hours over December and January as required.
- Travel within the region forms part of the usual course of the role and associated expenses are the responsibility of the Independent Chair.
- Breakdown of anticipated activities:
 - Five in person Systems Leadership Group meetings each year, including agenda planning, meeting preparation and debriefing.
 - Five in person Implementation Committee meetings each year including agenda planning, meeting preparation and debriefing.
 - Annual Strategic Planning Forum (full day event) including planning and facilitation
 - Participation in relevant regional and statewide committees, including FVRIC Chairs meetings (optional monthly), annual SFVIAC and Annual family violence regional integration forum.
 - Quarterly meetings with Auspice and Principal Strategic Advisor (PSA)
 - Fortnightly meetings with PSA.
 - Identifying and recruiting appropriate members to the committee with the PSA
- Performance is reviewed at six months and annually thereafter.
- Arrangements may be varied by mutual agreement to align with RFVP priorities, workload demands, and funding conditions.