

Position Description

Position Title:	Family Violence Practitioner
Service/Program:	Family Violence Program
Approved By:	General Manager Operations
Date Effective:	May 2025

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) delivers high quality services across its Family Violence (FV) programs. This position delivers Men's Behaviour Change (MBC) Programs to enhance the safety and wellbeing of women and children who have experienced family violence whilst holding perpetrators accountable for their behaviour.

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	Program Manager Family Violence
Manages	Nil
Key Internal Liaison	Senior FV Practitioner, FV Practitioners and MBC Group Facilitators, FV Services Manager and Centre Manager
Key external liaison	Clients, other service providers, community stakeholder groups, DSS and DFFH, Corrections Victoria, Child Protection Services Police and Courts
<i>Note: Reporting arrangements may change from time to time to meet business requirements</i>	

Position Summary

The Family Violence Practitioner (FVP) will work in a collaborative manner with the FV team across centres as well as with external partners.

RAV is funded by the Department of Families, Fairness and Housing (DFFH) and the Department of Justice & Community Safety (DJCS) to provide voluntary and mandated work with people who use violence, including MBC Programs in numerous locations across Victoria. The MBC Programs target perpetrators of violent and controlling behaviours towards family members, aiming to increase the safety of women and children by holding men accountable and encouraging them to take responsibility for their own behaviour. The MBC Programs consist of group programs (20 weeks) and individual support for men who use family violence, and family safety contact support to victim survivors.

RAV is required to ensure service delivery across the relevant region, location, centre or area in Melbourne and regional Victoria is compliant with the Family Safety Victoria Men's Behaviour Change Minimum Standards,

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DHHS Services Standards and the Family Violence Multi-Agency Risk Assessment and Management (MARAM) Framework.

Working within these requirements, the FVP will undertake eligibility assessments for the FV Programs, undertake risk assessment and risk management of participants (including both perpetrators and victim survivors), facilitate MBC Programs, as well as family safety support (where required).

Key Result Areas (KRAs)

Area	Tasks
Group, case management and post participation program assessment and facilitation	• Assess client suitability for MBC Programs, Men's Case Management and MBGP Post Participation and other FV Programs and provide referrals where appropriate. • Undertake comprehensive MARAM assessments and safety planning of referred clients to MBC Programs and other RAV FV Programs. • Facilitate MBC and other FV 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. • Undertake ongoing risk assessment, management and information sharing under FVISS and CISS. • Regularly meet with other FVPs, facilitators and family safety workers to undertake risk management that promotes family members' safety. • Participate in secondary consultations for the MBC Programs and FV Programs. • 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. • Undertake consultation, case coordination and information sharing with relevant services, including women's services. • Represent RAV family violence services at other external agencies in absence of Senior FV staff.
Family safety work	• Where required provide family safety support, including engagement, risk assessment and safety planning for the current or former partners and family members including children of the perpetrators who participate in MBC Programs. • Manage and report upon the current risk and safety of the current or former partners and family members including children of men currently attending the MBC Programs by:- ○ Undertaking comprehensive risk assessment, safety planning and risk management in accordance with the MARAM framework. ○ Liaising directly with the MBC Program Facilitator, Senior FVP and Program Manager Family Violence regarding safety concerns within the confines of confidentiality and consent. ○ Providing telephone advocacy and support and referral to safety and support services as needed. ○ Where appropriate, liaise with relevant authorities if the ex/partner, family members or children are at risk. ○ Providing information about family violence and manage victim survivors expectations of the MBC Program and other FV programs. ○ Developing and reviewing safety plans for victim survivors. ○ Co facilitating educational or support groups for women, as required. • Undertake consultation, case coordination and information sharing, when needed, with relevant services.
Compliance and risk management work	• Maintain concise and accurate client and group member details and records, including assessments, case notes, completed forms and reports as required. • Undertake organisational processes to ensure that all administration and documentation requirements are initiated and completed in a professional and timely manner.

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	- Attend regular team meetings, participate in supervision (individual and/or group) and required professional development. - Attend any other requested stakeholder (internal or external) meetings to appropriately represent RAV in various forums as required. - Comply with RAV policies and procedures, and associated funding requirements. Effectively manage demanding workloads and competing priorities.
Program development	- Establish effective working relationships with partner agencies providing services and support to women and children who have experienced family violence. - Support RAV to develop and deliver a strong practice model for family violence referrals.
Policies procedures and systems	- Comply with policies, procedures and systems as required. - Model the organisation's values and contribute to the workplace culture. - Identify, communicate, report OHS related risks and hazards within the workplace.
Continuous improvement	- Demonstrate commitment to team / centre objectives and strategic priorities. - Identify, develop and support new initiatives, quality, continuous improvement activities to support organisational requirements.
Other	- This position description is not an exhaustive list of responsibilities. - 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. - 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.

Key Performance Indicators (KPIs)

Family Violence Practitioner work

- Effective completion of assessments, including risk assessments, and safety planning.
- Maintain concise, accurate and up-to-date client and group member details and records, including assessments, intake notes, completed forms and reports as required in a timely manner.
- Effective facilitation of groups for perpetrators seeking to change their violent and abusive behaviours.
- Respond to men's use of violence in accordance with RAV policies and FSV Minimum Standards.
- Prompt reporting to Program Manager Family Violence and/or Centre Manager of safety concerns, and any serious matters or critical incidents.
- Ensure compliance with family violence comprehensive risk assessment and risk management (MARAM).
- Compliance with the Family Violence Information Scheme (FVISS) and the Child Information Sharing Scheme (CISS).
- Positive feedback on performance.
- Participation in secondary consultations as required.

Family Safety work

- Evidence of responsive and effective family safety support to victim survivors (adults and children), of MBC program and other FV program participants in compliance with the FSV Minimum Standards.
- Compliance with family violence comprehensive risk assessments (MARAM).
- Compliance with the Family Violence Information Scheme (FVISS) and the Child Information Sharing Scheme (CISS).
- Participation in secondary consultations as required.
- Provision of proactive and prompt reports to the Program Manager Family Violence and/or Centre Manager for risk, safety, serious matters or critical incidents as required.
- Effectively working as part of the family violence team in promoting the safety and well-being of victim survivors.

Family violence service delivery

- Attend regular team meetings, participate in supervision (individual and/or group) and required professional development.
- Attend internal or external stakeholder meetings as required to appropriately represent RAV.
- Compliance with RAV policies and procedures, and associated funding requirements.

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Completion of tasks and actions within required timeframes.

Key Selection Criteria (KSC)

Mandatory KSC:

- A qualification or relevant experience in line with the mandatory minimum qualification requirements for specialist family violence practitioners under the Victorian Government Mandatory Minimum Qualification Policy. (See more information below*)
- A graduate diploma or graduate certificate qualification in men's family violence or willingness to complete this study.
- Experience in the provision of high-quality, comprehensive risk assessments of individuals and families, where family violence is an identified risk.
- Significant experience working with families affected by family violence
- Ability to engage in anti-collusive practice with clients who perpetrate family violence.
- An understanding of the gendered nature of family violence and the ability to articulate a practice framework for engagement and assessment.
- Demonstrated ability to flexibly manage competing priorities, monitor own stress levels and practice and promote self-care strategies.
- A current Employee Working with Children's Check (WWCC) and a satisfactory National Police Check, and International Police Check (if applicable) and a current Victorian driver's licence is required.

*As per the minimum mandatory qualifications requirements via <https://www.vic.gov.au/mandatory-minimum-qualifications-specialist-family-violence-practitioners>.

Desirable KSC:

- Advanced understanding of relevant legislation and practice frameworks relating to family violence practice, including but not limited to the Family Violence Information Sharing Scheme (FVISS), Child Information Sharing Scheme (CISS) and the Family Violence Multi-Agency Risk Assessment and Management Framework (MARAM).
- Demonstrated understanding of intersectionality as it relates to diverse and marginalised populations and their experience of family violence.
- Significant relevant group work experience.
- Experience working in a role with culturally and linguistically diverse clients, stakeholders and staff .

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.