

Counsellor Advocate – Refocus Program - Position Description

Time Fraction:	Full time (0.8 FTE would be considered)
Reports to:	Children, Youth and Families Team Leader
Term:	Ongoing – subject to funding
Date:	1 November 2020

About CASACV

The Centre Against Sexual Assault Central Victoria (CASACV) is an incorporated not for profit community organisation that is governed by a Board, with membership comprising prominent local corporate and community members. Funding is received from the Victorian Government. We employ over 20 staff with qualifications ranging in psychology, social work, family therapy and psychotherapy. Our primary site is located in Bendigo, but we provide outreach services in Kyabram, Kyneton, Maryborough, Echuca and Tarrngower Prison.

Our services include free and confidential specialist counselling to adults, young people and children who have experienced sexual assault and/or family violence either recently or in the past, and to their non-offending parents, partners, family and friends. We also offer a 24-hour crisis care response to victims of recent sexual assault, including crisis counselling, support and advocacy, medical care and justice services. CASACV provides a family focused, prevention and early intervention therapeutic service to children and young people under the age of 18 who have engaged in problematic or harmful sexualised behaviours (HSB) in the REFOCUS Program. We also provide specialised advocacy, secondary consultation, community education and professional training across the sector and within the community.

We are committed to the development of a positive and supportive work environment and strive to provide a family friendly workplace with flexible working arrangements. We provide clinical supervision, encourage continuous learning and focus on excellence in client outcomes and organisational objectives.

CASACV is also a partner in the Bendigo Multi-Disciplinary Centre (MDC). In the MDC we are co-located with Victoria Police, Sexual Offences and Child Abuse Investigation Team (SOCIT); staff from Department of Health and Human Services, Child Protection; and Bendigo Community Health. In this specialised model, partner organisations support adult and child victims from first disclosure of sexual assault to criminal prosecution.

We uphold a feminist philosophy and our aim is to provide an empowering, respectful and culturally sensitive service committed to best practice.

CASACV Values

All our work is underpinned by the following values:

- Social Justice - equity, inclusion and human rights are embedded within our organisation.
- Integrity, Safety, Respect and Empowerment - are integrated into every aspect of service delivery and governance.
- Quality and Accountability – our work is evidence based, measured and accountable to our clients and the community.
- Feminist – we work within a feminist framework to challenge and reform structural gender inequities.

Position Overview and Accountabilities

This position provides specialised counselling to children, young people and their families after having experienced sexual assault; and support to their non-offending family or friends. The role also offers an opportunity to provide therapeutic services and intervention to children and young people who engage in problematic or harmful sexualised behaviours. This

position will have a focus on the treatment of Harmful Sexual Behaviour as part of the REFOCUS Program.

The position is supported by a team of highly skilled and qualified practitioners and receives regular clinical and administrative supervision and peer and organisational support. The position is based in Bendigo Victoria and will also be required to provide outreach services across the Loddon Region.

This position has a primary focus of working with children and young people within the Refocus program.

1. Direct Service

- 1.1. Provide therapeutic services to children, young people or adults who have experienced sexual assault or family violence, and to their non-offending family members or carers. Therapeutic practice includes therapeutic assessment and trauma counselling, ongoing monitoring of risk and safety issues, and may involve family or carers and working with other care or support systems.
- 1.2. The role will have a strong focus on the provision of therapeutic services to children and young people who engage in problematic or abusive sexualised behaviours, and their families; including comprehensive assessment to facilitate treatment and intervention. This includes assessing children's or young people's psychological, social, cognitive and medical needs, family relationships, risk factors and risk management.
- 1.3. Provide advocacy and support for people, as agreed by them within the broader service system, including, but not limited to; police, judicial, medical, educational, child protection, community services and family systems.
- 1.4. Provide expert advice and secondary consultation to other professionals and organisations in relation to sexual assault, Harmful Sexual Behaviour and family violence.
- 1.5. Maintain appropriate client records (case notes) and statistical requirements and provide professional reports as required.
- 1.6. Participate in an intake system to provide an initial response to referrals and enquiries received from professionals, MDC partners and the general public, managing crisis presentations, secondary consultations and intake appointments.
- 1.7. In accordance with the strategic plan, assist in the delivery of community prevention, education and professional training to raise awareness of sexual assault as appropriate.
- 1.8. Participate in the development and delivery of group programs.
- 1.9. Develop and maintain networks with relevant professional groups and community-based organisations.

2. Organisational Responsibilities

- 2.1 Attend regular supervision (work review and clinical supervision) to develop own clinical practice, ensure quality client outcomes, manage potential impacts of the work on personal well-being, and ensure administrative requirements of the role are managed.
- 2.2 Awareness and observation of the policies and procedures of the organisation.
- 2.3 Comply with relevant social and legal policy, as required.
- 2.4 Participate in staff and team meetings, clinical and administrative supervision, training and professional development.
- 2.5 Participate in continuous quality improvement and development of best practice.
- 2.6 Contribute to research and presentations, including but not limited to conferences, training and journal articles regarding CASACV practice.
- 2.7 Plan your time effectively to manage competing demands ensuring you meet the requirements of the role.
- 2.8 Participate in other activities and meetings relevant to CASACV.

Key Selection Criteria

Your application must address the following:

1. Essential Qualifications and Experience

- 1.1 Degree or above qualification in social work, psychology or similar discipline.

2. Essential Skills, Knowledge and Attributes

- 2.1 Significant knowledge and expertise in working therapeutically with the dynamics and effects of interpersonal trauma on children and adults, including family members and friends, including the impact of trauma on cognitive and emotional development.
- 2.2 Advanced knowledge and understanding of system responses to sexual assault, including legal, medical and child protection responses.
- 2.3 Demonstrated assessment skills, including therapeutic assessment, crisis intervention, risk assessment and safety planning. This position will have an HSB focus, so experience or an interest in this area would be preferred.
- 2.4 Ability to work collaboratively with MDC partner organisations and across complex systems including, but not limited to, police, judicial, medical, educational, child protection, community services and family systems.
- 2.5 A comprehensive understanding of the issues relating to sexual assault and family violence within a gendered, feminist, structural, individual, family and systemic context. Demonstrated ability to effectively communicate with others.
- 2.6 A high degree of professionalism, reflected in the ability to provide targeted clinical services within required time-frames.
- 2.7 Excellent written and oral communication skills including timely and accurate written reports and able to clearly articulate and engage with a range of audiences – children, families and caregivers, other professionals and the court system.
- 2.8 Demonstrated ability to flexibly manage competing priorities and stressful situations, monitoring own stress levels and practicing and promoting self-care strategies.
- 2.9 Demonstrated ability to work autonomously, as part of a team and to value and contribute to a positive workplace culture.

3. Other

- 3.1 Commitment to the vision, philosophy, aims and objectives of CASACV.
- 3.2 Computer skills and proficiency in Microsoft applications.
- 3.3 Current Victorian Driver's Licence.

4. Occupational Health and Safety (OH&S)

CASACV is committed to the safety of its employees and any other individuals present in our workplaces. In achieving and maintaining workplace health and safety, CASACV will apply best practice in OHS in accordance with statutory obligations at all times.

All CASACV employees, contractors and volunteers are required to:

- take reasonable care for their own health and safety and for that of others in the workplace by working in accordance with legislative requirements and the company's OHS policies and procedures
- take reasonable care their actions or omissions do not adversely affect the health and safety of themselves and others
- cooperate with any reasonable directions, policies and procedures relating to health and safety in the workplace
- report all injuries, illness or 'near misses' to their supervisor
- participate in relevant health and safety training based on roles and responsibilities

- as required, participate in the development and implementation of specific OHS hazard and risk management strategies.

In addition to the above, positions with supervision or management responsibility are required to ensure a safe and healthy work environment for all employees, clients, contractors and visitors. This can be achieved by ensuring all people are aware of and have access to OHS policies, procedures, training and reporting systems

5. Referees

Applicants must provide the name and current contact details of three professional referees including the most recent manager or current supervisor.

6. Hours of Work

- The position is part time or full time, minimum 4 days per week (0.8 – 1.0FTE).
- Location of the position is in Bendigo and may include an outreach location
- Hours will usually be worked during business hours of 9.00 am to 5.06 pm between Monday to Friday
- The days are based on the needs of the service
- Flexibility in working hours will be required from time to time as the need arises.

Salary and Conditions

Industrial Instrument: *Loddon Campaspe CASA Enterprise Agreement 2015*, Classification: Health Professional and Support Services Award \$80,00 – \$91,000 gross based on qualifications and experience.

Generous salary packaging is available with Fringe Benefits Taxation of up to \$15,900 each year; other expenses may be packaged over this cap.

The position is full time but may be negotiated at a reduced time fraction. The position is subject to successful completion of a six-month probationary period, reviews will be conducted during this period.

A current Working with Children Check and National Police Check is mandatory prior to commencement. If you have lived overseas for more than one year in the last 10 years you will be required to provide an International Police Check or two referees for that country.

Applications

Applications close: **5 pm Friday 20 November 2020**

Email: casacv@casacv.org.au – **Subject:** Counsellor Advocate Refocus Program

Acceptance of Position Description requirements

To be signed upon appointment

Employee Name:

Signature:

Date:

This position description is subject to review and may change in accordance with the needs of our organisation, including our operations, clients and stakeholders