

## Counsellor/Advocate – Position Description

<b>Time Fraction:</b>	Full time (.8 FTE will be considered)
<b>Reports to:</b>	Team Leader
<b>Term:</b>	2 Year Contract
<b>Remuneration:</b>	\$87,285 - \$99,524 plus super and salary packaging
<b>Date:</b>	July 2022

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### About CASACV

The Centre Against Sexual Assault Central Victoria (CASACV) leads the response to sexual violence prevention and delivery of specialist evidenced-based therapeutic services across the Central Victorian Region for children, young people and adults, and their support networks.

CASACV provides a 24-hour crisis care response to those who have experienced recent sexual assault, including crisis counselling, support and advocacy, medical care and justice services. CASACV programs include the REFOCUS and Safe Thriving and Connected Programs.

CASACV is 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 victim survivors from first disclosure of sexual assault to criminal prosecution.

The CASACV primary site is located in Bendigo, with outreach services delivered in Kyabram, Kyneton, Maryborough, Weddurburn, Echuca and Tarrengower Prison.

CASACV is funded by the Victorian State Government.

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.

We strongly encourage applications from Aboriginal and Torres Strait Islander people, people from culturally and linguistically diverse backgrounds, people with a disability, and people of diverse genders and/or sexual orientations.

### CASACV Values

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 people who have experienced sexual assault, support to their non-offending family or friends. Including monitoring risk and safety issues and advocating for clients and issues related to sexual violence within the broader service system.

The position is supported by a team of highly skilled and qualified practitioners and receives monthly clinical and administrative supervision including peer and organisational support.

The primary functions and objectives of the role are to:

- Manage an agreed case load.
- Conduct client assessments and develop therapeutic treatment and counselling plans with clear goals and points of review.
- Deliver crisis, short to long term therapeutic counselling.
- Liaise with the broader service system around the client, including family/carers when required.

## Position Requirements and Responsibilities

### 1. Direct Service

- Provide advocacy and support for people, as agreed with them within the broader service system including but not limited to police, judicial, medical, educational, child protection, community services and family systems.
- Provide advice and secondary consultation to other professionals and organisations in relation to sexual assault and family violence.
- Maintain appropriate client records and statistical requirements and provide professional reports as required.
- Participate in the CASACV response system to provide an initial response to referrals and enquiries received from professionals, MDC partners and the general public, managing crisis presentations and secondary consultations and intake appointments.
- As required, provide business hours crisis care support to people who have experienced a recent sexual assault.
- Participate in the development and delivery of groupwork programs.
- Attend networks with relevant professional groups and community-based organisations.

## 2. Organisational Responsibilities

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

## 3. Occupational Health and Safety (OH&S) Responsibilities

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.

## Key Selection Criteria

Application **must** address the following:

### 4. Essential Qualifications and Experience

Degree or above qualification in social work, psychology, family therapy or similar discipline.

### 5. Essential Skills, Knowledge and Attributes

- 5.1 Knowledge and expertise in working therapeutically with the dynamics and effects of interpersonal trauma, and adaptive behaviours for people that have experienced sexual violence.
- 5.2 Demonstrated assessment skills, including therapeutic assessment, crisis intervention, risk assessment and safety planning.
- 5.3 Knowledge of system responses to sexual assault/and or family violence, including community, criminal, legal, medical, generalist health, mental health.
- 5.4 A demonstrated understanding of the issues relating to sexual assault and family violence within a gendered, context.

- 5.5 Effective written and oral communication skills including and accurate written reports and able to clearly articulate and engage with a range of audiences including the justice system, medical system and advocacy more broadly.
- 5.6 Excellent written and oral communication skills including timely and accurate written reports
- 5.7 Well-developed self-reflective and emotional intelligence capacities.

## 6. Other

- Commitment to the CASACV Strategic Plan
- Computer skills and proficiency in Microsoft applications.
- Current Victorian Driver's Licence.

## Referees

Applicants must provide the name and current contact details of three professional referees including the most recent line-manager or current supervisor (not external).

## Position Entitlements

### Hours of Work and Location of Work

The position is full time 5 days per week (part time 0.8 FTE will be considered)

The position is subject to successful completion of a six-month probationary period, reviews will be conducted during this period.

Location of the position is in Bendigo and may include outpost locations across the Loddon Region

Hours of work are usually the business hours of 9.00 am to 5.06 pm, Monday to Friday

The days of work 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: *CASACV Enterprise Agreement 2020 – 2024* Classification: Health Professional and Support Services Award \$87,285 - \$99,524 (plus super and salary packaging) per annum pro rata based on qualifications and experience.

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

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.

CASACV complies with the CHO directions which requires all employees to be fully vaccinated against COVID-19, unless they are an Excepted Person as defined by the COVID-19

Mandatory Vaccination (Workers) Directions. All applicants must therefore be able to comply with this requirement.

## Applications

To discuss the opportunity please call CASACV - San - Clinical Services Manager on 5441 0430.

**To apply for this position**, (note applications without these components will not be considered):

- CV
- Letter of introduction
- Response to key selection criteria.

Applications close: **5.00pm 22 August 2022**

Email: **HR@casacv.org.au** – *Subject:* **Counsellor/ Advocate – Adults Team**

## Acceptance of Position Description requirements

To be signed upon appointment

Employee Name:

Signature:

Date: