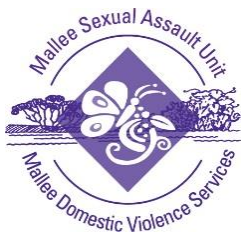


## POSITION DESCRIPTION

Job title	Family Violence and Sexual Assault Counsellor Advocate Trainee
Location	Mildura
Report to	Team Leaders
Award	Social, Community, Home Care and Disability Services Award 2010
Job Summary	<p>The Family Violence Sexual Assault Trainee will be employed to work across the service delivery areas of MSAU-MDVS to gain comprehensive experience of the Family Violence and Sexual Assault Services provided by the organisation. The program will include professional development and professional experience days with partner agencies. This is a highly supportive and educational role aimed at providing trainees with the opportunity to apply their skills and knowledge whilst being supported to further strengthen their capacity as a new worker entering the field of Family Violence.</p>
Duties	<p>The Family Violence and Sexual Assault Trainee will work across the MSAU-MDVS Support Worker - Counsellor Advocate, Intake and Refuge specialty areas during their 12-month program. Trainees will work as a part of the team fulfilling duties including but not limited to:</p> <ul style="list-style-type: none"> <li>• Perform intake and first point of contact duties for clients accessing the service.</li> <li>• Assessment of the eligibility, nature, and urgency of requests for service.</li> <li>• Provide direct care and support for victim survivors of sexual assault and domestic violence.</li> <li>• Provide crisis intake, counselling, support, information, and assistance to all users of the service in crisis and/or requiring follow-up support/referral.</li> <li>• To facilitate access to other services and resources and advocate on behalf of clients when requested.</li> <li>• Work as part of a team ensuring the provision of a safe and supportive client led environment.</li> <li>• Provide information to other services and the community in relation to issues of sexual assault and domestic violence and its effects, to help foster community responsibility in addressing issues and advocating change</li> <li>• Rostered on call after hours duties.</li> <li>• Abide by Mallee Sexual Assault Unit Inc. Mallee Domestic Violence Services ethos, policies, and procedures.</li> <li>• Participate in Mallee Sexual Assault Unit Inc. Mallee Domestic Violence Services Supervision and Performance Appraisal Program.</li> <li>• Undertake not to reveal to any person or entity any confidential information relating to clients of the service and employees, policies, processes, and dealings and not to make public statements relating to the affairs of Mallee Sexual Assault Unit Inc. Mallee Domestic Violence Services without prior authority of senior management.</li> <li>• Cooperate with all health and safety policies and procedures of Mallee Sexual Assault Unit Inc. Mallee Domestic Violence Services and take all reasonable care that any actions or omissions do not impact on the health and safety of others in the workplace.</li> <li>• Maintain, be aware of and abide by legislation applicable to the role</li> </ul>



## POSITION DESCRIPTION

<p>Position requirements</p>	<ul style="list-style-type: none"> <li>• To attend supervision as required by the Trainee Program.</li> <li>• Commit to studying towards a Bachelor Social Work or equivalent</li> <li>• To attend professional development and professional experience days as required by the Trainee Program.</li> <li>• To participate in meetings as deemed appropriate by direct line manager.</li> <li>• To collect and accurately record relevant data.</li> <li>• Demonstrated ability to plan, prioritise and time manage.</li> <li>• Demonstrated ability to work collaboratively and take direction from supervisor or line managers.</li> <li>• Excellent communication and interpersonal skills.</li> <li>• Demonstrated sound understanding of Child Safe Standards and Children’s, Youth and Families Act 2005.</li> <li>• Willingness to promote the cultural safety of children from Aboriginal and CALD backgrounds and any child with a disability.</li> <li>• Understanding of a client’s right to access the service regardless of their country of birth, language, culture, race or religion, sex, sexual orientation, or disability.</li> <li>• Knowledge and understanding of the gendered nature of family violence and violence against women and children and the distinctions between violence experienced and perpetrated by men and women.</li> <li>• Teamwork: cooperates and works well with others in pursuit of team goals, collaborates and shares information, shows consideration, concern and respect for other people’s feelings and ideas, accommodates and works well with the different working styles of others, encourages resolution of conflict within the group.</li> <li>• An ability to communicate and liaise effectively with fellow team members and other local and state-wide agencies and services.</li> </ul>
<p>Key Selection Criteria</p>	<ul style="list-style-type: none"> <li>• Clear Victorian and N.S.W Working with Children’s Check</li> <li>• National Police Check.</li> <li>• Current Driver’s License.</li> <li>• Mandatory COVID vaccination status</li> <li>• Minimum qualifications - willingness to obtain Certificate IV Community Services and higher</li> </ul>