



## POSITION DESCRIPTION

### **Mallee Sexual Assault Unit – Mallee Domestic Violence Service**

**Position:** Counsellor / Advocate – Sexual Assault

**Our Values:** Respect, Integrity, Collaboration, Care, Accountability, Innovation

**Our Vision:** Safety for all

Mallee sexual assault and domestic violence services are an essential part of the primary health care system funded by government. These services provided, are free and are available to all victim survivors.

The Mallee Sexual Assault Unit - Mallee Domestic Violence Services provides services to Victim survivors and significant others of sexual assault and domestic and or sexual violence. The components of the service consist of crisis care, counselling services, advocacy, community education, outreach support, information, and referral services. The service is non-discriminatory, providing equity of access to all victim survivors and significant others of sexual assault and domestic and or family violence.

In the Northern Mallee region, centre-based sexual assault and family violence services are available and provided in Mildura (24-hour response). Services are also available and provided flexibly and on-demand in Robinvale, Ouyen, Mallee Track, Dareton, and Wentworth.

In the Southern Mallee, centre-based sexual assault and family violence services are available in Swan Hill (24-hour response). Services are also available and provided flexibly and on-demand in Kerang, Cohuna, Sea Lake, Wycheproof, Balranald, and other towns throughout the Buloke and Gannawarra Shire.

Our agency has been delivering these services in the community for over thirty years.

The services we provide include:

- Core and Cluster refuge service with multiple, single unit properties in the community
- family violence case management services to victim survivors
- sexual assault case management services to victim survivors
- therapeutic services for victim survivors of both family violence and sexual assault
- 24-hour family violence and sexual assault crisis service
- partner of the Mallee Orange Door
- outreach offices in Swan Hill
- Swan Hill Orange Door access point
- RAMP Coordination for the region
- FSP Coordination for the region
- Personal Safety Initiative Coordination for the region
- Child Protection partnership programs



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<b>Position Title</b>	<b>Counsellor / Advocate – Sexual Assault</b>
<b>Position number</b>	
<b>Program</b>	Sexual Assault Services
<b>Classification and Award</b>	Social, Community, Home Care and Disability Services Award 2010 – Level 5
<b>Salary range</b>	\$97,377 - \$101,787 + Superannuation
<b>Location</b>	Swan Hill, VIC
<b>Employment status</b>	Full Time – Ongoing
<b>Hours per week</b>	40 hours per week includes an RDO once a month
<b>Reporting Manager</b>	Team Leader – Sexual Assault Services
<b>Other Key Relationships</b>	
<b>Position Objectives</b>	To provide direct support services to adults, young people and children who have experienced sexual assault, as well as their non-offending family members and support people.
<b>Key responsibilities</b>	<ol style="list-style-type: none"> <li>1. Deliver high quality, inclusive and flexible counselling, advocacy and/or therapeutic support including client engagement, intake and assessment, case planning, intervention, review and case closure to victim survivors of sexual assault.</li> <li>2. Engage with victim survivors and their families to deliver ‘evidence based’ person-directed support.</li> <li>3. Support victim survivors to identify short and long term goals through effective case planning.</li> <li>4. Uphold the values of respect, integrity, collaboration, care, accountability and innovation.</li> <li>5. Follow current standards of practice and legislation relevant to the role.</li> <li>6. Be responsible to recall demands from time to time.</li> <li>7. Perform the intake function from time to time.</li> </ol>
<b>Key Selection Criteria</b>	<ol style="list-style-type: none"> <li>1. Demonstrated experience delivering trauma informed case management or counselling to victim survivors.</li> <li>2. High level interpersonal skills and the ability to connect with people and build trusting therapeutic relationships.</li> <li>3. Excellent written and verbal communication skills.</li> <li>4. The ability to work as part of a team, and autonomously.</li> </ol>



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	<p>5. Experience with working in collaboration with other services to ensure integrated care for the victim survivor.</p>
<p><b>Family Violence Minimum Mandatory Qualifications under Recommendation 209</b></p>	<p>As per the minimum mandatory qualifications requirements via <a href="https://www.vic.gov.au/mandatory-minimum-qualifications-specialist-family-violence-practitioners">https://www.vic.gov.au/mandatory-minimum-qualifications-specialist-family-violence-practitioners</a>:</p> <p>All candidates wishing to apply for this role must be able to demonstrate that they:</p> <ol style="list-style-type: none"> <li>1. are considered EXEMPT under the policy OR</li> <li>2. hold a Bachelor of Social Work or other equivalent qualification OR</li> <li>3. have minimum 5 years relevant professional experience, OR a related qualification as per the mandatory minimum qualification requirements. OR</li> <li>4. hold significant cultural knowledge and experience or lived experience and have faced barriers to educational pathways.</li> </ol> <p><b>Please note</b> that candidates wishing to enter the specialist family violence workforce via a related qualification or 5 years related professional experience pathway, OR the significant cultural knowledge and experience or lived experience pathways will be required to work towards an equivalent qualification within specified timeframes (as per the mandatory minimum qualifications policy).</p> <p>If you believe these pathways may apply to you and would like more information, please don't hesitate to contact Jason Spratt, Executive Manager, Client Services on (03) 5025 5400 to discuss this further.</p>
<p><b>Specialist expertise/experience</b></p>	
<p><b>Pre-employment checks</b></p>	<p>All appointments require:</p> <ul style="list-style-type: none"> <li>• reference checks</li> <li>• national criminal records check (Applicants who have lived overseas in one country for 12 months or longer in the last ten years must provide international police check from the relevant overseas police agency. Applicants can obtain a check through an organisation providing international police checks via an internet search)</li> <li>• pre-employment misconduct screening</li> <li>• Working with Children Check both for Victoria and New South Wales</li> <li>• Current Driver's License</li> </ul>
<p><b>Cultural safety in the workplace</b></p>	<p>Mallee Sexual Assault Unit, Mallee Domestic Violence Services recognises the important and unique contribution Aboriginal and Torres Strait Islander employees make by bringing their unique skills, knowledge, and experience to the workplace. They also contribute important insight into how Mallee Sexual Assault Unit, Mallee Domestic Violence Services can provide for and engage with Indigenous clients and communities more effectively.</p>
<p><b>Conditions of Employment</b></p>	<p>Salary and conditions are in accordance the SCHADS AWARD 2010. Salary packaging and Remote Housing incentive is offered with this position.</p> <p>Monthly RDO accrual for full time employees based on their 40-hour working week.</p> <p>All offers of employment are subject to a satisfactory Criminal Check, Working-With-Childrens Check NSW &amp; Vic, current driver's license and Covid vaccination proof of evidence.</p>



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	<p>All offers of employment with Mallee Sexual Assault Unit, Mallee Domestic Violence Services are subject to a six-month probationary period. All staff members will participate in an annual performance review.</p> <p>Pre-existing Injury disclosure prior to employment will be required for all existing medical, health and physical injuries/conditions.</p>
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### Acceptance of Position Description requirements

To be signed upon appointment

#### Employee

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_