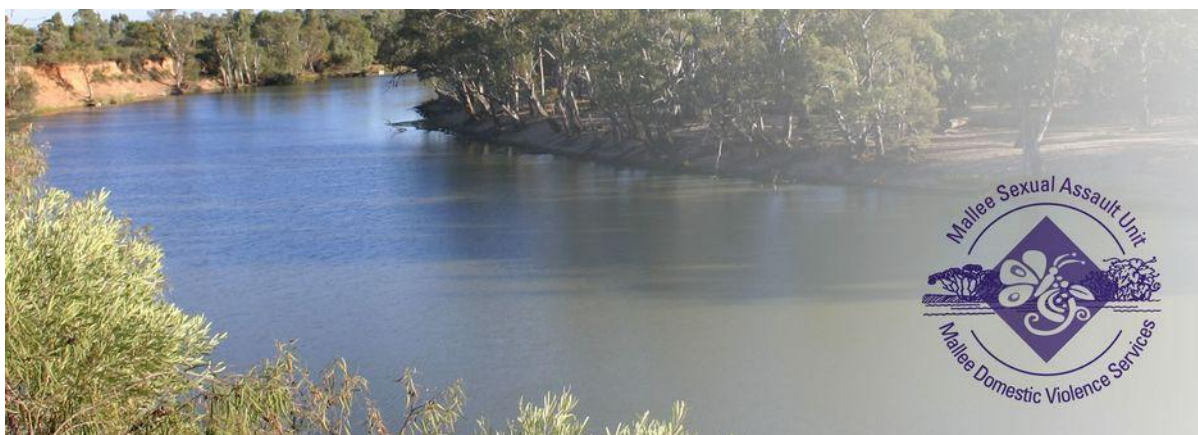




Risk Assessment & Management Panel (RAMP) Coordinator

The Opportunity

We have an opportunity for a Risk Assessment & Management Panel (RAMP) Coordinator to join our dedicated Not-For-Profit organisation.

Operating within our Client Services team, this role reports through to the Program Manager – Crisis Response & The Orange Door and works with the member agencies of Victoria Police, Corrections Victoria, health, specialist family violence services for women and children, agencies responsible for protecting and supporting children, mental health services and housing providers.

About the Role

The Risk Assessment & Management Panel (RAMP) Coordinator will work collaboratively with a team of highly skilled specialist family violence practitioners to facilitate, coordinate, and manage referrals to the program, in addition to negotiating, developing, and maintaining all aspects of the panel and reviewing its outcomes.

Multi-agency Risk Assessment and Management Panels (RAMPs) are a key component of the Victorian Risk Assessment and Management Panel Program that aims to:

- Reduce risk and harm to women and children at serious and imminent risk from family violence.
- Reduce the potential for perpetrators to pose a serious and imminent threat to women and children, and to increase the accountability of perpetrators.
- Strengthen the capacity of the service system to achieve the above two aims.

RAMPs involve the participation of government and key statutory and community sector agencies which respond to and support victims and perpetrators of family violence.

What we offer

- Competitive Salary starting at **\$115,339**
- Generous Salary Packaging to maximise your take home pay
- 12 weeks paid Maternity / Primary Carer's Leave
- Opportunity to accrue RDO's for an additional 13 days leave per year
- Private Health Insurance Discounts
- Professional development and training opportunities
- Employee Assistance and Wellbeing Programs
- A passionate and supportive Team environment
- Equal Opportunity and Rainbow Tick Accredited employer

Key responsibilities for this role include:

- Prepare detailed case analysis and provide support to the co-chair of the Panel.
- Assess, facilitate, coordinate, and manage referrals to the program.
- Monitor and follow up action plans developed by the Panel.
- Develop and maintain relationships with relevant agencies and promote the work of the RAMP.
- Maintain up to date knowledge of the family violence support sector policies and processes.
- Ensure that all documentation is accurate and completed in a professional and timely manner.
- Maintain all necessary administrative systems as required for the efficient operation of the Panel.
- To work in line with information sharing legislation provisions and other legal requirements.

About you

Your specialist expertise and experience should include:

- Tertiary qualifications in a relevant discipline (eg Social Work, Public Policy, Community Development, Law) or equivalent experience
- Knowledge of the Risk Assessment & Management Panel guidelines.
- A thorough understanding of case management.
- A comprehensive understanding of the family violence service system.
- Knowledge of the Family Violence Protection Act 2008 and the MARAM Framework and the ability to share this knowledge and model systems of advocacy.
- Experience with standards for information sharing for law enforcement data.
- Demonstrated ability to work collaboratively by sharing knowledge and experience with others.
- Demonstrated understanding of the assessment of risk in relation to family violence and the provision of crisis intervention and casework with people from diverse backgrounds.
- Demonstrated ability to flexibly manage competing priorities.
- Well-developed interpersonal, written, and verbal skills.

About us

The Mallee Sexual Assault Unit (MSAU) and Mallee Domestic Violence Services (MDVS) provides services for women, men and children throughout the Northern and Southern Mallee region, border communities of New South Wales, the Mallee Track and Shires of Gannawarra and Buloke. Our services are free and available to all victim survivors.

We have a strong commitment to a workplace culture that is collaborative, provides work-life flexibility and encourages opportunities for growth and development. We take pride in providing a supportive workplace with great career opportunities for our employees.

How to Apply

All applicants must have the right to work in Australia, be willing and able to obtain a Working with Children Check for both VIC & NSW, a National Police Check and hold a current Driver's Licence.

For enquiries, please contact **Peta Reid, Program Manager – Crisis Response & The Orange Door (03) 5025 5400** or via email careers@msau-mdvs.org.au

All applications are to address the Key Selection Criteria. For a detailed Position Description, please visit our website <https://msau-mdvs.org.au/employment>

Applications close at 12 midday Friday the 11th September 2026