



# Family Violence Case Management Practitioner

## POSITION DESCRIPTION

<b>Unit</b>	Family Services
<b>Reports to</b>	Family Violence Team Leader
<b>Direct Reports</b>	Not Applicable
<b>Hours of Work</b>	38hrs/week
<b>Mode of Employment</b>	Full-time
<b>Award / Agreement</b>	Social, Community, Home Care & Disability Award 2010
<b>Classification</b>	Social & Community Services Employee Level 4 - 5 dependant on qualifications and experience
<b>Remuneration</b>	As per award classification
<b>Salary Packaging</b>	A range of salary packaging benefits are offered to part-time and full-time employees.
<b>Location</b>	Heywood and Hamilton locations
<b>Probationary Period</b>	A six-month probationary period will apply to new employees

## 1. PRIMARY PURPOSE OF POSITION

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The primary purpose of this role is to provide intervention and case management supports to victims of family violence and their families.

## 2. KEY RESPONSIBILITIES

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The key responsibilities of this position are to:

- Providing a service for Aboriginal and/or Torres Strait Islander adults, children and young people who have experienced family violence.
- Provide a response in 1:1 and/or group setting, that is trauma-informed and client-focused to community members and families who have been exposed to or have experienced family violence
- Support individuals with referrals to supports and services that will assist in their individual healing journeys and recovery
- Engage with Community Member's in-service and home-based visits
- Understand the relevant family violence risk assessment frameworks and appropriate application of these within the practice environment
- Maintain a case load and conduct comprehensive Multi-Agency Risk Assessment & Management framework (MARAM) assessments and Safety Plans
- Develop individual case plans with clients, assessing their needs and goals in a client led and holistic approach
- Co-facilitation of group work for women recovering from Family Violence and Parenting after Family Violence programs
- Provide support services working from different sites as required
- Develop and maintain a collaborative practice with internal, external and partnered agencies to promote positive outcomes and safety for clients
- Other duties as directed within the scope of the position, coordinated through line management.

## 3. WINDA-MARA VISION AND VALUES

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### OUR VISION

*"That Winda-Mara Aboriginal Corporation is recognised as a progressive leader and a catalyst for positive change enabling Aboriginal people in Victoria's far south-west to lead fuller lives".*

Our vision will be achieved by focusing on four themes.

**"Mara"**  
People

**"Kooyoorn"**  
Organisation

**"Meerang"**  
Country

**"Culture"**  
Culture

### OUR VALUES

Our values and behaviours **prepares** us for sustainable success with our vision, our communities and each person.

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**Professionalism** Acting and practicing in a cultural, ethical, respectful, and inclusive manner.

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**Responsiveness** Responding in a timely, engaging, respectful and culturally appropriate manner.

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<b>Empowerment</b>	Building, strengthening and empowering individual and community decision making.
<b>Partnership</b>	Creating better client outcomes through strong partnerships.
<b>Accountable</b>	Responsible monitoring and reporting systems ensuring transparent and accountable service delivery.
<b>Respect</b>	Respect for those clients, work colleagues, community members and others that we meet and work with each day.
<b>Effectiveness</b>	Effective 'results orientated' services meeting the needs of the community.
<b>Social Justice</b>	Providing justice, equity, social equality, and human rights.

#### 4. SKILLS, EXPERIENCE AND KNOWLEDGE (KEY SELECTION CRITERIA)

- Tertiary graduate level qualification in a relevant discipline including Social Work, Psychology, Counselling, and/or Social Sciences, in line with the Mandatory Minimum Qualification (recommendation 209) requirements for specialist family violence practitioners.
- A sound understanding of Aboriginal culture and the issues relating to family violence within Aboriginal and/or Torres Strait Islander families and communities
- Previous experience working in the family violence sector
- A demonstrated ability to work in a sensitive manner with Aboriginal and/or Torres Strait Islander people who are impacted by and/or have experienced family violence
- Demonstrated knowledge of the inter-generational impact of colonisation on Aboriginal and/or Torres Strait Islander communities and family violence and how to work in a trauma-informed way.
- Demonstrated ability to promote client's safety, self-determination and agency
- Strong reflective practice skills and commitment to ongoing learning and growth opportunities
- Strong written communication skills including high level of professional documentation, accuracy, record keeping, and report writing abilities
- Strong verbal communication skills with the ability to present to professional and community audiences
- Ability to work effectively and cooperatively as part of a team and follow processes
- Excellent interpersonal skills with ability to develop positive stakeholder relationships and communicate with diverse individuals in a culturally appropriate manner
- Demonstrated understanding of the Family Violence Protection Act 2008, Intervention Orders, MARAM and responsibilities under the FVISS
- Demonstrated understanding of social, physical, economical, and cultural strengths and challenges affecting Aboriginal communities and their ability to access adequate and quality services
- Understanding of the purpose and expectations of the Victorian Child Safe Standards and demonstrated commitment to contributing to a child safe organisation in both practice and culture

## 5. POSITION REQUIREMENTS

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Y	Current Victorian Drivers License
Y	Ability to obtain a National Police Check
Y	Ability to obtain a Working with Children Check
N	This position is not a designated Aboriginal and Torres Strait Islander specific position, however Aboriginal and Torres Strait Islander people are strongly encouraged to apply.
Y	Must provide evidence of Certificate of COVID-19 vaccination or medical exemption
Y	After hours and weekend work may be required
Y	Pre-employment declaration

## 6. GENERAL TERMS OF EMPLOYMENT

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All employees are to:

1. Abide by Winda-Mara's Policies and Procedures, Values and Code of Conduct.
2. Act in a safe manner to provide a safe working environment.
3. Participate in an Annual Performance Review and any other review processes.
4. Participate in training and other support as appropriate.
5. Attend and participate in team and divisional activities, meetings, and day to day work activities demonstrating respect and consideration for individuals and their experiences and expertise.
6. Communicate constructively to clients, other team members and/or company employees.
7. Be aware of and communicate to other employees opportunities for improvement in processes, practices or procedures.
8. Actively work with and support team members and/or employees to achieve organisation's goals.
9. Disclose any pre-existing injury/injuries and/or medical condition/s, which could be aggravated by the type of employment they are applying for. The existence of an injury/injuries and/or medical condition/s will not preclude the applicant from employment unless they are unable to perform the inherent requirements of the position. However, failure to disclose any relevant information may affect a claim for Worker's Compensation.

## 7. ACKNOWLEDGEMENT

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In signing the acknowledgement below, I acknowledge and agree:

- I have read and understand this position description,
- To carry out the inherent requirements of this role to the best of my ability and knowledge, and;
- I have read, understand, and agree to abide by the company's values and code of conduct.

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Name Signature Date