

# POSITION DESCRIPTION



## Position Summary

<b>Role Title</b>	Counsellor/Clinician
<b>Reports To</b>	Clinical Team Leader
<b>Agreement/Award</b>	Social, Community, Home Care and Disability Services Industry Award 2010 (SCHADS)
<b>Classification</b>	Subject to qualifications and experience
<b>Employment</b>	Full time
<b>Location</b>	Lakes Entrance, Bairnsdale, Sale (Preferred location of applicant)

## Role Purpose

The focus of this role is to provide counselling, case management and assessment of client's immediate needs and support pathways to keep them safe.

Other duties include intensive case management, group work, advocacy, stakeholder engagement and referral pathways to assist individual clients to make decisions about their safety, reduce their exposure and risk of family violence, leading to a safe and reconnected family and community.

This role requires you to contribute towards the improvements of YWHS service delivery as part of an integrated model (i.e.; wrap around services for clients and their families).

The Counsellor will possess strong communication and organisational skills, counselling/clinical skills and is committed to client centred service delivery to engage in culturally safe and a trauma informed and multi-disciplinary approach to healing.

## Key Accountabilities

### Assessment & Support

- The role is case management (assessment and support). The Counsellor is expected to be assessing family violence risk and work intensively with victim survivors and their children to identify goals and to work alongside the victim survivors to achieve them.
- Conduct initial risk assessment and ongoing risk management in accordance with MARAM framework.
- Work collaboratively with clients to develop individualised goals and journey maps, intervention plans, post-counselling support plans and referrals.
- Actively engage in reflective practices, supervision, and professional development activities.
- Maintain accurate and up to date client records, complete statistical data, program documentation and statutory reports as required.
- Ensure role complies with relevant acts including Privacy Act, Health Records Act, Children Youth & Family Act, Family Violence Act, Confidentiality and State-wide Family Violence Guidelines.
- Participate in the YWAHS professional development activities, regular clinical and general supervision, support, and debriefing sessions where required and the organisation's performance review process.
- Actively participate in organisational development activities as required.

### Counselling

- Undertake Family Violence Risk Assessments to establish levels of safety and risk to women and children referred (unless previously undertaken by another family violence agency).
- Using a 'Trauma Informed Approach', use your understandings of trauma to help validate a victim's experience of trauma and its impacts, and use a range of therapeutic responses to make families safe and support them to re-establish their lives.
- Support clients to identify their needs and assist them in developing a personal support plan with goals to address priorities for themselves and their children.

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- Implement the Intake/Referral systems that have been developed and link with other service providers.
- Identify appropriate referral services and facilitate access to services for clients.
- Regularly undertake case reviews in conjunction with clinical and admin supervisors.
- Liaise with crisis intervention services to make appropriate referrals when women and children are assessed as being unsafe.
- Provide culturally sensitive services, specifically those relevant to the needs of Aboriginal people.
- Support the delivery of YWAHS education and prevention programs and community engagement activities as required.

## Reporting

- Input data daily into appropriate data systems (e.g. IRIS).
- Participate in regular supervision with Clinical Team Leader, including the development and implementation of work plans.
- Monthly clinical supervision with an external provider.
- Participate in annual reviews.
- Contribute to the development and implementation of YWAHS organisational plans.
- High level of computer literacy

## Professional Development & Education

- Undertake training as required.
- Actively take responsibility for maintaining professional knowledge and skills and obtain documented evidence of relevant continuing professional development as required.
- Participate in educational activities, as required, to both other staff and community groups.
- Participate in Cultural Awareness Training and Cultural educational activities relevant to the role within YWAHS on a regular basis.

## Other Employee Requirements

### Quality and Risk Management

Actively participate and incorporate continuous quality improvement and sound risk management principles to all aspects of the role and in accordance with YWAHS policies.

### Occupational Health and Safety

- Ensure a safe working environment is maintained to YWAHS staff and clients.
- Ensure all OH&S processes and procedures are adhered to.
- Ensure all safety signage is in full view and in a language, that is clear and precise.
- Risk Assessment are authorised and completed prior to the commencement of any activity.

### Cultural Diversity

Actively participate in a continuous process of developing cultural competence by broadening knowledge of and respect for diverse individuals and communities with particular emphasis on the Wellington and East Gippsland demographic

### Teamwork

Work proactively with all members of the YWAHS Team in supporting the Organisations aspirations and its strategic aims.

## Other

May be required to perform other duties not specified within this document but commensurate with their classification, experience and skills as required.

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## Required Knowledge & Skills

### Education & Experience

A relevant qualification and/or equivalent certification from a nationally accredited provider in the area of social welfare, counselling, social work, family therapy, psychology, creative arts therapies, or community mental health nursing.

A minimum Bachelor level qualification in Social Work or recent employment in the family violence sector or equivalency met through the 7 Equivalency Principles in line with the minimum mandatory qualification requirements. Please see <https://www.vic.gov.au/mandatory-minimum-qualifications-specialist-family-violence-practitioners> for further information.

### Essential Knowledge and Skills

- Demonstrated understanding of family violence, sexual assault/abuse, trauma-informed care and practice and ability to work within a 'strength-based approach'.
- Demonstrated knowledge and appreciation of Aboriginal culture and understanding of issues affecting Aboriginal people in a contemporary society and the history of intergenerational trauma.
- Provision of culturally appropriate and evidenced based assessments, case formation, goals and intervention planning, review and closure processes to guide short, medium and long-term interventions.
- Demonstrated knowledge and experience in working therapeutically with children, young people and adults who have experienced violence, abuse and trauma.
- Demonstrated understanding of the MARAM framework and other legislative requirements governing the collection and storage of personal information, client confidentiality, information sharing guidelines and the protection of children/young people.
- Proven ability to work in a sensitive and non-judgmental manner, with clients who come from a variety of cultural and socio-economic backgrounds
- Demonstrated understanding of the issues concerning confidentiality in a service provision organisation.
- Knowledge of pathways and linkages to other support programs and services.
- Highly developed relationship building and people skills
- High level problem-solving skills with the ability to identify issues or problems and recommend strategies and opportunities for resolving them.
- Excellent communication skills, both oral and written, including report writing and an ability to keep accurate and detailed client notes.
- Demonstrated flexibility and willingness to work both independently and effectively as part of a multi-disciplinary team.

## Mandatory Role Requirements

- Current Victorian Drivers Licence
- Travel between sites will be required
- A valid Working with Children Check (WWC)
- Current satisfactory National Police Check
- COVID-19 Vaccination Certificate (Primary Course 2 Doses)