

## POSITION DESCRIPTION



| Position Summary |                                                                                                                                                     |
|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| Role Title       | Aboriginal Co-Lead Facilitator                                                                                                                      |
| Reports to       | Aboriginal Lead Facilitator                                                                                                                         |
| Award            | Social, Community, Home Care and Disability Services Industry Award 2010 (SCHADS)                                                                   |
| Classification   | Level 5, Pay Point 1 – 3                                                                                                                            |
| Employment       | Full time <input type="checkbox"/> Part time, 3 days a week <input checked="" type="checkbox"/> 1 Year Contract <input checked="" type="checkbox"/> |
| Location         | Lakes Entrance                                                                                                                                      |

### Our vision

Aboriginal people enjoy their culture, family, work and community life in a safe environment free from violence.

### Our mission

Prevent and eliminate family violence so that individuals, families and our communities can live free from violence. We do this through wrap-around services and programs that support healing and cultural

### Cultural statement

- Aboriginal and Torres Strait Islander peoples have the oldest continuous cultures in the world.
- YWAHS celebrates and takes pride in the rich spiritual connection, cultural values and practices of Aboriginal and Torres Strait Islander peoples.
- We celebrate the significant contributions made and cultures shared to enrich all communities.
- We acknowledge and respect the special place of the Traditional Owners.
- We appreciate and value the opportunity to live, work and thrive on their lands.

### Our principles and values

**SELF DETERMINATION** A fundamental principle and practice that supports the exercise of true freedom. Full and total control of Aboriginal and Torres Strait Islander peoples' safety, healing, connections to land, country, culture, communities, and futures.

**FREE FROM VIOLENCE** Everyone has the right to live free from family violence and the fear of family violence.

**CULTURAL RESPECT** Recognising the cultural diversity that exists among our staff, clients and their families. Respecting the rights, views, values and expectations of Aboriginal and Torres Strait Islander peoples.

**HOLISTIC APPROACH** Encompassing the wellbeing of an individual, family and community. Recognising not only the physical but the social, cultural, spiritual, emotional and environmental influences of health and wellbeing.

**INTEGRITY, TRUST and HONESTY** in all our activities. Treating everyone equally, with courtesy, honesty respect and fairness. Being non-judgemental, and modelling ethical behaviour and practice.

**ACCOUNTABILITY and PROFESSIONALISM** Commitment to delivering safe and professional services to the community. Ensuring cultural appropriateness. Respecting personal and diverse boundaries and practices. Delivering outcomes for clients, community and the organisation.

**COLLABORATIVE RELATIONSHIPS** with our clients, community, partner agencies, governments and stakeholders to ensure coordination.

**KINDNESS, COMPASSION, COURTESY and DIGNITY** in our relationships with our clients, our stakeholders and with each other. Valuing the diversity of people and showing proper regard for their interests and **HUMAN RIGHTS**.

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**CHILD SAFE** YWAHS is a child-safe organisation and is committed to ensuring the safety and wellbeing of children and young people with zero tolerance for child abuse. All successful applicants will be required to undertake a National Police Record Check and Working with Children Check prior to commencement of employment and periodically following commencement. YWAHS is an equal opportunity employer and has a smoke-free workplace policy.

**MARAM** This position is designated under the Multiagency Risk Assessment and Management framework (MARAM) Identification (Tier 1) which requires mandated MARAM Family Violence Comprehensive training and MARAM Comprehensive responsibilities.

### Role Purpose

*Building Strong Dads Yarning Together* is an *Aboriginal-led fathering program* designed to strengthen the role of fathers, grandfathers, and uncles in raising Aboriginal children.

This pilot initiative promotes positive fathering, cultural identity, and healing through community-led, culturally safe approaches. The program provides a supportive space for men to connect, share experiences, and build resilience while addressing challenges such as family violence, poverty, mental health, and housing insecurity. By fostering strong cultural connections and holistic wellbeing, the program aims to empower families and strengthen community ties.

### Position Summary

The Aboriginal Co-Lead Facilitator will play a vital role in supporting Aboriginal fathers, non-Aboriginal fathers, and grandfather/uncle figures who are raising Aboriginal children.

This role focuses on strengthening parenting skills, cultural identity, and resilience while addressing the effects of adversity such as family violence, poverty, mental health challenges, and homelessness.

The Co-Lead facilitator will help build community connections and promote healing and wellbeing through culturally safe and community-led approaches.

### Key Accountabilities

#### Program and Service Delivery

- Provide culturally appropriate support, mentoring, and advocacy for Aboriginal fathers, non-Aboriginal fathers, and father/grandfather/uncle figures.
- Facilitate group sessions, workshops, and yarning circles focused on parenting, cultural identity, and men's wellbeing.
- Collaborate with Elders, community leaders, and service providers to ensure holistic and culturally grounded support.
- Assist participants in navigating services related to housing, employment, health, and family relationships.
- Promote healing and resilience through culturally holistic, trauma-informed, and strengths-based approaches.
- Maintain accurate records, contribute to program evaluation, and support continuous improvement.
- Uphold the values and principles of self-determination, cultural safety, and community control.
- Actively participate in team meetings, supervision, and continuous improvement activities.
- Adhere to the Child Safe Standards.

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### 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.

#### Workplace Health and Safety (WH&S)

- Ensure a safe working environment is maintained for all YWAHS staff and clients.
- Ensure all WH&S processes and procedures are adhered to.
- Ensure all safety signage is in full view and in a language that is clear and precise.
- Ensure risk assessments are completed and authorised prior to the commencement of activities.

#### 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.

### Required knowledge and skills (key selection criteria)

#### Selection Criteria

##### Essential:

- Identify as Aboriginal and/or Torres Strait Islander.
- Strong understanding of the challenges and strengths experienced by Aboriginal fathers, grandfathers, uncles, and families.
- Experience in community engagement, social work, men's health, or related fields.
- Ability to build trust and rapport with diverse individuals and communities.
- Knowledge of local Aboriginal cultures, kinship systems, and community protocols.
- Commitment to cultural safety, trauma-informed practice, and holistic wellbeing.

##### Desirable:

- Qualifications in community services, social work, counselling, or related disciplines.
- Experience facilitating group programs or workshops in fathering/parenting/growing up Aboriginal children.
- Familiarity with ACCO structures and service delivery models.

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### Mandatory role requirements

- Current satisfactory National Police check
- Valid Working with Children check (WWC)
- Current Victorian Drivers Licence
- Willingness to travel within the region as required.
- COVID Vaccination (3 doses)

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### Job Demands Checklist

YWAHS endeavours to provide a safe working environment for all staff. The table below describes the demands and risk factors associated with this job. Applicants must review this information to ensure they can comply with these requirements. Successful applicants will be required to sign the acknowledgment at the end of the position description to confirm their ability to perform the job demands of this position.

### Frequency Definitions

|            |                       |                                                                                                                      |
|------------|-----------------------|----------------------------------------------------------------------------------------------------------------------|
| <b>I</b>   | <b>Infrequent</b>     | <b>Activity required occasionally, not necessarily all shifts</b>                                                    |
| <b>O</b>   | <b>Occasional</b>     | <b>Activity required occasionally, not necessarily all shifts</b>                                                    |
| <b>F</b>   | <b>Frequent</b>       | <b>Activity required most shifts, up to 50% of the time</b>                                                          |
| <b>C</b>   | <b>Constant</b>       | <b>Activity that exists for the majority of each shift and may involve repetitive movement for prolonged periods</b> |
| <b>N/A</b> | <b>Not applicable</b> | <b>Activity not performed</b>                                                                                        |

| Normal workplace aspects of the role |                                                                                                                                                                                                        | Frequency |   |   |   |     |
|--------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---|---|---|-----|
| Demands                              | Description                                                                                                                                                                                            | I         | O | F | C | N/A |
| Sitting                              | Remain seated to perform tasks                                                                                                                                                                         |           |   |   | X |     |
| Standing                             | Remain standing to perform tasks                                                                                                                                                                       |           | X |   |   |     |
| Walking                              | Periods of walking required to perform tasks                                                                                                                                                           |           |   | X |   |     |
| Bending                              | Forward bending from waist to perform tasks                                                                                                                                                            |           | X |   |   |     |
| Kneeling                             | Remaining in a kneeling position to perform tasks                                                                                                                                                      |           | X |   |   |     |
| Lifting/Carrying                     | Light lifting and carrying                                                                                                                                                                             |           | X |   |   |     |
| Lifting/Carrying                     | Moderate lifting and carrying - e.g. trolleys, tubs, car seats, shade structures, eskies. Lifting/moving tubs of materials & equipment in/out of cars and from store to activity rooms for activities. |           | X |   |   |     |
| Lifting/Carrying                     | Assisted lifting (lifting with assistance from another person) – e.g. shade structures, eskies                                                                                                         | X         |   |   |   |     |
| Lifting/Carrying                     | Level of fitness required for physical activities such as moving trailer and attaching and detaching from vehicle                                                                                      |           |   |   |   | X   |
| Driving                              | Driving to and from activities across the region and transporting equipment and passengers                                                                                                             | X         |   |   |   |     |
| Climbing                             | Ascending and descending ladders                                                                                                                                                                       |           |   |   |   | X   |
| Pushing/ Pulling                     | E.g. Moving trailer and attaching and detaching from vehicle.                                                                                                                                          |           |   |   |   | X   |
| Repetitive                           | Use of keyboard, typing, entering data etc.                                                                                                                                                            |           | X |   |   |     |

I confirm that I have read and understood this position description and believe that I am able to carry out the requirements of this role safely and effectively and that the conditions and requirements therein form part of my contract of employment.

X  
Employee signature

X  
Employee name (Printed)

Date: