

POSITION DESCRIPTION



Position Summary	
Role Title	Family Justice Support Worker – Wurk Wanik (Country Path)
Reports to	Justice, Healing and Family Support Coordinator .
Award	SCHADS Award
Classification	SCHADS Level 5.1
Employment	Part time – 3 days per week
Location	Based in Lakes Entrance with regular travel across East Gippsland including Bairnsdale, Orbost, Nicholson, Sale and other outreach locations as required.

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 connection.

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 Multi-Agency Risk Assessment and Management Framework (MARAM) and is required to undertake Intermediate Responsibilities consistent with the role, organisational requirements, and legislative obligations.

The Family Justice Support Worker is responsible for identifying and responding to family violence risk, undertaking risk screening and assessment within scope, contributing to safety planning, making appropriate referrals, and participating in coordinated responses with internal and external services.

The position is required to complete and maintain relevant MARAM training and apply MARAM principles, responsibilities and information sharing requirements in accordance with the Family Violence Information Sharing Scheme (FVISS), Child Information Sharing Scheme (CISS), Child Safe Standards, YWAHS policies and procedures, and all relevant legislative requirements.

Role Purpose

The Family Justice Support Worker – Wurk Wanik (Country Path) provides culturally grounded healing, family-centred support, early intervention, prevention, outreach, and community engagement activities across East Gippsland.

The role supports Aboriginal individuals, parents, carers, children, young people, and families who may be impacted by justice system involvement, family violence, intergenerational trauma, grief and loss, social isolation, cultural disconnection, and other complex social challenges.

The position operates within YWAHS's Integrated Justice, Healing and Family Support Model and works collaboratively alongside Local Justice Workers, the Growing Up With Children Fathering Program, YWAHS clinical programs, and external stakeholders to strengthen family wellbeing, cultural connection, healing, prevention, diversion, and community participation outcomes.

The role contributes to reducing barriers to support, strengthening protective factors for children and families, promoting self-determination, and supporting Aboriginal-led responses that improve long-term wellbeing and justice outcomes across East Gippsland.

This position is funded through the Wurk Wanik (Country Path): Culturally Strengthened Family Justice Support Program and forms part of the broader Integrated Justice, Healing and Family Support Model.

Key Accountabilities

Healing and Therapeutic Support

- Deliver culturally grounded healing and therapeutic support activities for Aboriginal individuals and families.
- Facilitate healing circles, therapeutic yarning, and culturally safe group activities.
- Support individuals and families impacted by trauma, family violence, grief and loss, justice involvement, and cultural disconnection.
- Promote emotional wellbeing, resilience, cultural identity strengthening, and intergenerational healing.

Family-Centred Support and Referral Coordination

- Provide culturally safe family-centred support and engagement.
- Conduct intake, assessment, support planning, and referral coordination processes.

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- Support individuals and families to access culturally safe wraparound supports including internal YWAHS services, counselling, AOD supports, family services, therapeutic supports, and external community services.
- Maintain regular engagement, follow-up, and referral coordination with clients and families.
- Support parents, carers and families to strengthen parenting confidence, communication, family relationships and family wellbeing through culturally safe and healing-focused approaches.

Family Safety and Child Wellbeing

- Identify and respond to concerns relating to family violence, child wellbeing, child safety, family functioning, and vulnerability.
- Contribute to safety planning, support planning, and coordinated responses where risks are identified.
- Support families to strengthen protective factors and increase safety, stability, wellbeing, and connection.
- Escalate concerns in accordance with Child Safe Standards, MARAM responsibilities, YWAHS policies and procedures, and legislative obligations.
- Participate in collaborative responses with internal and external specialist services where required.
- Promote culturally safe and child-centred approaches that prioritise the safety and wellbeing of children and young people.

Cultural Healing, Connection and Community Engagement

- Support delivery of cultural strengthening activities including Out on Country programs, Men's and Women's groups, cultural mentoring, healing circles and community healing activities.
- Support planning and delivery of healing camps, cultural gatherings, and community healing activities co-designed with community members and Elders.
- Build positive and respectful relationships with Aboriginal individuals, families, Elders, and community members.
- Maintain active outreach and engagement activities across East Gippsland communities.
- Facilitate and support culturally grounded healing activities including healing circles, yarning circles, cultural mentoring, cultural strengthening activities, and Out on Country engagement opportunities.
- Support community-led healing activities that strengthen cultural identity, belonging, resilience, and intergenerational healing.
- Promote opportunities for Aboriginal individuals and families to strengthen connections to culture, community, Country, family, and identity.
- Work collaboratively with Elders, cultural leaders, and community members to support culturally safe engagement and healing activities.
- Plan and deliver outreach, engagement, healing, and family support activities across East Gippsland including Lakes Entrance, Bairnsdale, Orbost, Nicholson, Sale and other identified communities.

Early Intervention, Diversion and Prevention

- Support culturally safe diversion, prevention, and early intervention responses aimed at reducing avoidable justice system involvement for Aboriginal individuals and families.
- Engage with young people and families experiencing vulnerability, social disconnection, or risk of justice involvement.
- Promote positive community engagement and culturally safe support pathways.
- Support culturally safe youth mentoring, school engagement and early intervention activities that strengthen cultural identity, school engagement, wellbeing and positive life pathways.
- Support partnerships with schools, education providers, families and community organisations to strengthen school engagement, participation, cultural identity, wellbeing and positive educational outcomes for Aboriginal young people.
- Assist in the development and delivery of culturally safe mentoring, cultural learning and early intervention activities that strengthen resilience, leadership, life skills, cultural connection and positive life pathways.

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Community Education and Engagement

- Support culturally safe community education activities relating to legal rights and responsibilities, systems navigation, community safety, self-determination and available support pathways.
- Participate in community engagement and awareness activities that strengthen understanding of culturally safe support services and justice prevention pathways.
- Support engagement pathways into the Growing Up With Children Fathering Program and other YWAHS healing, prevention, and family strengthening programs where appropriate.
- Support the planning and delivery of culturally safe legal rights, justice literacy, systems navigation and self-determination education activities in partnership with legal services, community organisations and justice stakeholders.
- Assist individuals, families and community members to increase their understanding of legal processes, available supports, justice pathways, advocacy options, and culturally safe service systems.

Integrated Service Delivery

- Work collaboratively within the Integrated Justice, Healing and Family Support Model.
- Work collaboratively with Local Justice Workers to ensure participants experience coordinated and integrated justice, healing, family support, prevention, and diversion responses.
- Contribute to implementation and ongoing development of the Integrated Justice, Healing and Family Support Model.
- Maintain coordinated referral pathways with Local Justice Workers and other YWAHS services.
- Participate in internal case coordination and collaborative service planning where required.
- Support culturally safe engagement pathways for justice-involved clients participating in community-based orders and community work activities where appropriate.
- Provide family support, engagement, and coordination activities within scope of role and refer participants requiring ongoing case management to the Local Justice Workers or other appropriate services.

Participant Support Planning

- Work collaboratively with individuals and families to identify strengths, goals, aspirations, and support needs.
- Contribute to participant support plans that strengthen wellbeing, cultural connection, family functioning, parenting confidence, and community participation.
- Monitor progress against identified goals and adjust support strategies where required.
- Support participants to actively participate in decision-making and planning processes.
- Promote strengths-based, healing-informed, and self-determined approaches to support planning.

Documentation, Reporting, Evaluation and Continuous Improvement

- Maintain accurate, timely, and comprehensive case notes, records, assessment documentation, support plans, referral records, and program activity records.
- Contribute to program monitoring, evaluation, and outcome measurement activities.
- Collect participant, family, and community feedback to support continuous improvement and service development.
- Assist in gathering qualitative and quantitative information aligned with Burra Lotjpa Dunguludja Outcomes Framework reporting requirements.
- Contribute to data collection and reporting requirements aligned with RAJAC, DJCS, and YWAHS obligations.
- Participate in program reviews, reflective practice activities, continuous improvement processes, and service evaluations.
- Ensure records are maintained in accordance with privacy legislation, confidentiality requirements, organisational policies, and records management standards.

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Partnerships and Collaboration

- Develop and maintain collaborative relationships with DJCS, Orange Door, Aboriginal Response Team, Djirra, Gippsland Community Legal Service, Aboriginal Community Controlled Organisations, schools and education providers, and internal YWAHS programs.
- Participate in relevant Community Advisory Group, cultural governance, partnership, and regional meetings where required.

Required knowledge and skills (key selection criteria)

Essential

- Demonstrated understanding of the impacts of intergenerational trauma, family violence, justice involvement, and cultural disconnection on Aboriginal individuals and families.
- Demonstrated knowledge of Aboriginal culture, kinship systems, and culturally safe practice.
- Demonstrated understanding of Aboriginal self-determination, strengths-based practice, and culturally grounded healing approaches.
- Demonstrated ability to establish trust and build effective relationships with Aboriginal individuals, families, Elders, community members, and stakeholders.
- Demonstrated ability to work within integrated service delivery environments and collaborate effectively with internal and external stakeholders.
- Experience working with Aboriginal individuals, families, and communities.
- Demonstrated ability to engage respectfully and effectively with vulnerable individuals and families.
- Strong communication, engagement, facilitation, and relationship-building skills.
- Demonstrated understanding of trauma-informed, healing-focused, and family-centred practice.
- Ability to facilitate or support group activities, healing activities, and community engagement programs.
- Ability to work independently and collaboratively within a multidisciplinary environment.
- Ability to maintain accurate documentation and reporting requirements.
- Sound computer and administrative skills.
- Demonstrated understanding of family violence, trauma-informed practice, Aboriginal healing approaches and culturally safe responses to individuals and families experiencing vulnerability.

Desirable

- Qualifications in Community Services, Social Work, Youth Work, Counselling, Family Violence, or related field.
- Experience delivering healing, therapeutic, or culturally grounded support programs.
- Experience facilitating healing groups, camps, mentoring activities, or community engagement programs.
- Understanding of MARAM responsibilities and family violence frameworks.
- Experience working within Aboriginal Community Controlled Organisations.
- Experience working within justice, prevention, diversion, family support, youth engagement, or community development programs.
- Completion of REC 209 or other relevant family violence, community services, healing, youth work, counselling or therapeutic intervention training.

Mandatory role requirements

- Current Victorian Driver Licence.
- Current Working with Children Check.
- Current National Police Check.
- Ability to travel across East Gippsland as required.
- Ability to work flexibly including occasional after-hours, outreach, and Out on Country activities where required.

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- Completion of mandatory organisational training requirements including MARAM and Child Safety training.
- Current First Aid Certificate or willingness to obtain.
- Current Aboriginal and Torres Strait Islander Cultural Safety Training or willingness to undertake.
- Ability to work in a culturally safe, trauma-informed and family-centred manner with Aboriginal individuals, families and communities.

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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

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

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		
Exposure	Exposure to trauma, family violence, grief and loss, justice-related issues and complex client presentations			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: