



POSITION DESCRIPTION

Title:	Combined Role: <ul style="list-style-type: none">○ Counsellor Supporting Children after Separation Program○ Family Relationship Education and Skills Training Worker
Division:	Community Support
Duration:	Contracted 30 June 2011
Reports to:	Manager - Relationship & Family Violence Services
Position status:	Part time (0.8EFT)
Dated:	July 2010

INTRODUCTION

Bethany's mission is to **support and strengthen communities**. We work to build better family relationships, support parents caring for children, assist people who are homeless or at risk and those affected by family violence, crime and problem gambling. We have a focus on supporting and strengthening disadvantaged communities.

Bethany is a dynamic not for profit and non denominational organisation that was originally established in 1868 and has responded to the changing needs of the community ever since. The organisation is governed by a Board of Management, has an annual operating budget of \$6 million and employs around 100 staff. 95% of the Bethany's income is provided by state and federal governments with the remainder generated from community and philanthropic sources.

Bethany fulfils its mission by the provision of a broad range of prevention, intervention, support and educational services to individuals, children, young people and families based on contemporary research, international best practice and professional standards. Services are designed to build upon individual's and community strengths to achieve both personal and social change.

Services are provided to a population of over 230,000 people in the Geelong and surrounding districts through our main office in North Geelong and out posted service sites in Norlane, Surf Coast Shire, Colac Otway Shire and the Bellarine Peninsula.

OUR VALUES

▪ **Openness**

We interact with people in a transparent, honest and respectful manner.

▪ **Social Justice**

We believe in every person being actively involved in decisions which affect them and their lives.

▪ **Innovation**

We are committed to creatively and proactively responding to community needs.

▪ **Collaboration**

We engage in collaborative partnerships and relationships that strengthen community.

▪ **Wellbeing of staff**

We will be responsible for a professional and supportive environment in which staff can achieve their full potential.

▪ **Accountability**

We will be accountable for all aspects of the organisation.

POSITION ROLE AND ORGANISATIONAL RELATIONSHIP

This position sits within the Relationships and Family Violence Services team which is located within the Community Support Division. Community Support also includes Gamblers Help, Housing Services and Saver Plus. This position reports to the Manager – Relationships and Family Violence Services.

RELATIONSHIPS AND FAMILY VIOLENCE SERVICES

The Relationships and Family Violence Services team promotes safe, equal and just relationships by privileging the safety of women and children, by listening to the voices of children and by a commitment to culturally sensitive practice. Service options are offered to Women, Men, Children, Families, Individuals and Couples who want positive fulfilling relationships with their partners, children, parents, families, colleagues and self. Relationships and Family Violence Services programs include:

Family Relationship Counselling

Provides counselling services for individuals, couples, children, single parent families, carers, and extended family members to establish, maintain and strengthen valued family relationships. The counselling service incorporates a focus on the welfare, development and care of children in the context of family relationships.

Men and Family Relationships Counselling

Provides counselling services for men to work through issues in their relationships such as communication skills, self esteem, parenting and step parenting, roles and responsibilities in partner relationships, emotional awareness, separation, family violence and behaviour change.

Enhanced Intake

A statewide integrated family violence response to ensure that men who use violence have timely access to a full range of services through earlier intake and assessment. The aims are assessment of men's suitability for entry to MBC; assessment for additional or alternative services, support and referral, and to identify safety risks to women and children.

Men's Behaviour Change

Provides group work and counselling for men who have been violent and controlling towards a current or previous partner and are now starting to think about change. Participants engage in processes and practices to take responsibility for their behaviour, and move toward non violence. Support is extended to the female partners of men attending the program.

Men's Case Management

Provides timely and responsive casework, counselling and case management to men who use violence against women and children. Support is extended to the female partners of men attending the program via Specialised Family Violence Support.

Specialised Family Violence Support

Provides therapeutic counselling and support services including outreach and case management to women and where appropriate their children, who are experiencing or escaping family violence. There is a primary focus on female partners/ex-partners and accompanying children of men participating in the Men's Behaviour Change and the Men's Case Management Support programs.

Parents and Kids in Schools (PAKS)

Provides encouragement for parents to become more involved with their children at school. The primary objective is for parents and schools to work together to achieve the best outcomes for children. Unstructured activity based initiatives are used to engage parents, specifically fathers with their children at school.

POSITION CONTEXT AND AIMS

This combined role has two distinct elements:

1. Counsellor: Supporting Children after Separation(SCaSP)

Assists children and young people to maintain valued family relationships. The range of services and activities will ensure that the child's best interests in regard to their family relationships is the primary focus in supporting children and adolescents to manage their relationships within the family during and after separation.

2. Family Relationship Education and Skills Training Worker (FREST)

Provides a range of programs that enhance family resilience, strengthen family relationships and build family and social cohesion. FREST recognises and highlights the existing capacity of parents in relation to skills, knowledge and understanding including perceptions about their own parenting ability and builds on these for the ongoing development of healthy resilient children.

KEY RESPONSIBILITIES

Counselling & Client Care

- Provision of specific counselling, child consultations and child inclusive practice to assist children and young people with issues relating to loss, grief and coping with changes to their family.
- Undertake intake and assessments with families, children and young people to ensure the best interests of the child/ren are paramount in any intervention, and offer appropriate referrals for parents who present to the service.
- Work from a child centred and child inclusive practice framework and to ensure the best interests of the child are paramount in any intervention.
- Work respectfully with children, young people and their families with reference to social, political, familial, and cultural restraints that impact on parenting and family life.
- Provide information and support to enable children and young people to cope with family transition, to deal with issues arising from the breakdown in their parent's relationship and to be able to participate in decisions that impact on them.
- Provide information, feedback and guidance to parents regarding the experiences of their children due to parental separation.
- Develop and deliver group programs and undertake co-facilitation of educational or support groups.
- In accordance with the provisions of the Family Law Act 1975 provide information that assists with family reconciliation, provide advice regarding the services available in developing parenting plans, and provide information on cases involving family violence or child abuse.
- Participate in Intake roster for Relationships and Family Violence Services team responding to walk ins, telephone enquiries, self referrals and referrals from Bethany programs and other organisations.

Administration & Reporting

- Maintain client documentation in accordance with appropriate standards and professional requirements and comply with the accurate collection of statistical information.
- Record accurate client and group data on FRSP & Bethany Data Bases and individual Quarterly Data Report.
- Support and participate Bethany's continuous quality improvement process.
- Work within the policies and procedures of Bethany.
- Participate in and contribute to management reporting and program evaluation and review as required.
- Work within a professional framework, to undertake annual performance assessments and participate in regular supervision with the Manager.

Relationships & Collaboration

- Positively and professionally promote and represent the organisation internally and externally in a range of forums and meetings across the sector and with key stakeholders including; police, courts; men's referral service, men's behaviour change programs; child and family services;
- Attend regular team and agency meetings and participate in professional development.

- Promote and provide secondary consultation to internal or external services to enhance client care improve program understanding and encourage service integration.

KEY SELECTION CRITERIA

Qualifications

1. A relevant tertiary degree in social work, psychology and/or related behavioural sciences and eligibility for membership of a professional association.

Knowledge and Skills

2. A minimum of two years experience in the provision of counselling, play therapy or consultations to children, young people and their families including understanding trauma, attachment, grief and loss, and issues of a complex nature that impact upon family life.
3. Sound knowledge of theory and practice with a clear focus on contemporary methods of child and family therapies including child inclusive practice and a commitment to the strengths/competency approach to working with children, young people and families.
4. A clear focus on child safety, and an informed understanding of family systems, early childhood and family development, family violence and the impact of separation/divorce on children, young people and families.
5. Experience in planning, developing and facilitating group programs to meet the specific needs of parents, children and young people.
6. Well developed observational, conceptual and analytical skills, together with highly developed interpersonal and communication skills including written and electronic mediums.
7. Demonstrated experience and commitment to professional practices and adherence to ethical standards.
8. Ability to demonstrate culturally sensitive practice, inclusive of the needs of Indigenous and CALD communities.
9. Demonstrated ability to work co-operatively and effectively within and across teams, programs and other services to enhance client care.
10. Ability to represent the organisation within this role and to liaise effectively with a range of professionals, child protection, police, courts, family advisors, family violence services and other relevant providers as appropriate.
11. Mandatory: Proficient in the use of MS Office and knowledge of range of IT programs.
12. Mandatory: A current full Victorian Drivers Licence and Working with Children Check

Personal Attributes

- A disposition that is friendly, supporting and accepting, able to relate to and play with children and engage with adolescents.
- Commitment to advocating for non-violence, and to living non-violently.
- Commitment to enhancing the safety of women and children who have experienced male family violence.
- Demonstrated willingness to reflect on and challenge own gendered and power over ways of working.
- Ability to work with different working styles of others in the pursuit of team objectives, working well under pressure and meeting all set deadlines.
- Contribute to the development of a positive culture that reflects the mission, values and ethics of the agency.

SALARY AND CONDITIONS

This position is contracted until 30 June 2011 with provision for extension based on budget provision and agreed performance.

The position is based on the Enterprise Agreement 2008, Class 3 Year 1-3 subject to qualifications and experience. The package also includes salary sacrifice as per government legislation.

A three month probationary period will commence upon appointment and a review will be conducted during this period.

Appointment to this position is subject to a satisfactory Police Record check and Working with Children check.

Other benefits include 21 days annual leave (pro-rata), 1 agency leave day and other flexible working arrangements which can be negotiated upon commencement. Other conditions of employment as per Bethany Community Support Enterprise Agreement (2008).

FURTHER INFORMATION:

Contact: Lyn Burton
Acting Manager Relationships and Family Violence Services
Phone: 5278 8122

APPLICATIONS FORWARDED TO:

Applications must address the key selection criteria and include the names and current contacts of three referees including current employer.

Ms Lyn Burton
Acting Manager – Relationships and Family Violence Services
Bethany Community Support
1 Gibb Street
NORTH GEELONG 3215
Email: lbarton@bethany.org.au

APPLICATIONS CLOSE: 5pm Monday 30th July 2010