



## POSITION DESCRIPTION

### DFV Specialist – Expression of Interest

Position Details	
<b>Position Title:</b>	<b>DFV Specialist</b> Multiple Roles available due to increase in funding.
<b>Classification:</b>	SCHADS Social, Community, Home Care and Disability Services Industry Award 2010 and the DVAC Certified Agreement 2017 Level 5.1
<b>Salary:</b>	\$44.00 (hourly rate) or \$85,800 pro rata per annum.
<b>Additional Benefits:</b>	Generous salary sacrifice package, additional bonus leave, professional development budget, external supervision, EAP.
<b>Hours:</b>	(9am to 5pm Monday to Friday) Hours and days to be confirmed
<b>Accountability:</b>	DVAC Board of Management, CEO, Managers and Staff Team

#### Organisation information

##### Vision

Reduce the prevalence and impact of gender-based violence in our communities.

##### Purpose

DVAC works with individuals and communities to eliminate, prevent and respond to domestic and family violence, and sexual violence by:

- Collaboratively providing quality support services.
- Challenging social norms and structures that enable people to use violence/enable the use of violence;
- Building awareness and capacity within the community; and
- Encouraging egalitarian relationships.

## Philosophy Statement

The Domestic Violence Action Centre (DVAC) has a long history in providing high quality services to women, children and young people who have experienced domestic and family violence in the Ipswich, Toowoomba and surrounding regions. DVAC works from a feminist perspective. We have a gendered analysis of domestic violence that understands that domestic and family violence is a result of systemic power imbalances and inequalities. We work from a position of ensuring safety for women and children while holding perpetrators accountable for their behaviour.

Our Organisational values are the pillars for our work. Our values are Community, Accountability and Resilience.

## The Organisation

You will find detailed information about the organisation on our website [www.dvac.org.au](http://www.dvac.org.au)

## Equal Employment Opportunities

DVAC values diversity in our workforce, and as such encourages applications from women from Aboriginal or Torres Strait Island backgrounds. DVAC also encourages women from culturally or linguistically diverse backgrounds to apply for vacant positions. DVAC recognises and celebrates the unique benefits that employing a diverse group of women with a broad range of life experiences, brings to the organisation. DVAC has an exemption under Section 25 of the Anti-Discrimination Act 1991 (QLD) and it is a general occupational requirement that all applicants identify as female.

## Position Summary

The DFV Specialist is required to

- Provide a holistic domestic violence response to clients who have experienced or are experiencing gender-based violence using a trauma informed, case management approach
- Work collaboratively with clients to identify current needs and develop a plan for ongoing support and referral as needed.
- To work with clients to improve and increase their safety and that of their children.

## Key Responsibilities and Outcomes

### Service Delivery

- To practice with a strong understanding of issues relating to domestic, family or sexual violence
- Provide phone or face to face comprehensive and ongoing risk assessments, safety planning, crisis support, advocacy, information, referrals to additional services and supporting clients to navigate the service systems
- Provide trauma-informed domestic and family violence services which best meet the needs of clients
- Undertake and/or participate in case coordination and case management of clients
- Excellent communication skills, particularly in negotiation, advocacy and conflict resolution:

- Provide a flexible service and have the ability see clients off site. .This may include travel to areas within our catchments. It will be important for the DFV Specialist to be able to work autonomously, ethically and with limited direction at times
- To assess women's eligibility for Safety Upgrades brokerage as a function of the overall assessment, undertake home safety audits and refer eligible clients for brokerage where appropriate in collaboration with the member of staff that oversees the brokerage program
- To carry out the role using sound organisational, administrative and management skills
- Establish and maintain professional working relationships with key stakeholders
- To understand and have a willingness to work from a feminist framework
- Play an active role in keeping perpetrators of family violence in view and holding them accountable through gathering and sharing information with key agencies
- Provide face to face court support and advocacy services to women at the designated Magistrate's courts contained within the DVAC catchment as required
- Provide group work services to individuals who have experienced domestic violence in collaboration other workers or external co-facilitators

### **Staff Team**

- Participate in the development of a supportive and safe working environment for all staff, including clear communication paths and consultative decision-making practices
- Abide by the DVAC communication commitment and associated procedures in relation to respectful and direct communication
- Actively prepare for, and participate in regular performance appraisals with the Team Leader
- Undertake internal and external professional supervision to ensure accountability of work practices and professional development in relation to the direct work with women and organisational practices
- Participate in regular and ongoing consultation with the Team Leader and management team, and the staff team where necessary and appropriate, to discuss issues that may impact on service delivery
- Participate in support systems within the organisation including staff meetings, team supervision, staff appraisals, and informal contact and
- Provide and receive peer support as a part of the staff team.

### **Organisational Responsibilities**

- Participate in the identification of trends to inform appropriate service development
- Ensure the provision of culturally, gender and age-appropriate services to clients in accordance with service values and requirements
- Increase knowledge and skills to ensure the provision of culturally, gender and age-appropriate services to clients.
- Advocate on behalf of the service within the funded area
- Participate in media activities where appropriate
- Participate in planning, policy development and other organisational activities
- Participate in community engagement events and network meetings on behalf of the organisation
- Participate in staff meetings weekly and Board meetings as required
- Comply and contribute to the established accountability systems in place in the organisation

- Increase knowledge regarding feminist practice and its application in working against domestic and family violence and sexual violence.
- Work within the Practice Standards for Working with Women affected by Domestic & Family Violence, and the Professional Practice Standards: Working with men who use domestic and family violence developed by the Department of Communities Qld and the Qld Government Interagency Guidelines for Responding to Adult Victims of Sexual Assault and the National Standards of Practice Manual for Services Against Sexual Assault and
- Understand basic IT skills and be proficient in working with Microsoft Office programs
- Undertake administrative duties associated with direct service delivery and data collection.
- Work within the *Qld Government Interagency Guidelines for Responding to Adult Victims of Sexual Assault and the National Standards of Practice Manual for Services Against Sexual Assault; The Standards of Practice Manual for Services Against Sexual Violence and Qld Government Interagency Guidelines for Responding to People who have Experienced Sexual Assault and Human Services Quality Framework practice standards.*
- Undertake any other duties as lawfully directed by Leadership.

## Accountability

The DFV Specialist is required to work within the philosophy, objectives and policies of the organisation including:

- Working within a feminist framework.
- Working as a member of the staff team.
- Utilising consultative and collaborative processes.

The DFV Specialist and is ultimately accountable to the Team Leader but will also report to the Service Manager, CEO and the Board as the employing body. The DFV Specialist will comply with the established processes for ensuring the transparency of all decisions and actions taken in the course of the work. The DFV Specialist will also be accountable to the staff team and the consumers of the service.

## Preferred Qualifications and Experience

- Possession of relevant tertiary qualifications in the human services field
- Strong experience and skills in gender-based violence risk assessment, trauma informed practice, safety planning, crisis support, DFV education, system advocacy and case management
- Well-developed interpersonal and communication skills
- Knowledge and skills to ensure the provision of culturally, gender and age-appropriate services to clients;
- Knowledge regarding feminist practice and its application in working against both domestic & family violence, and sexual violence.
- Committed to the National Standards for Child Safe Organisation

- A working knowledge of or the ability to acquire understanding of the Domestic & Family Violence Protection Act 2012 and knowledge of court and legislative proceedings as they relate to the Act
- Current driver's licence and Blue Card and
- All DVAC staff are required to complete a National Police Check upon successful offer of position.
- Covid-19 Vaccination or medical exemption

### Personal Attributes

- Passion for working with women in a rapidly changing, intensive, crisis driven environment.
- Ability to remain calm and make professional assessments under pressure.
- Ability to advocate while maintaining positive relationships with both stakeholders and colleagues.
- Ability to be organised, prioritise and manage time effectively in the face of multiple demands.
- Willingness to engage in honest, transparent, reflective and accountable practice.
- Ability to connect daily crisis work with larger organisational goals and community outcomes.
- Values which match the values and the feminist ethos of the organisation.
- Ability to adapt to change and demonstrate resilience
- Demonstrates high ethical standards and integrity in all working relationships
- Ability to make effective decisions in a timely manner and to escalate as appropriate.

### Applying for this position

Please send a current CV along with a no more than **2-3 page** expression of interest document addressing the selection criteria below to Liz at [liza@dvac.org.au](mailto:liza@dvac.org.au) using the subject line "DFV Specialist Ipswich "

The closing date is 5pm, Friday 4<sup>th</sup> February 2022.

### Selection Criteria

1. Utilising a feminist perspective, what is your knowledge of the issues affecting women, children and young people experiencing domestic and family violence and sexual violence?
2. Outline your practice framework for providing services to women and/or children who have experienced trauma through domestic and family violence
3. Outline your experience and skills delivering case management services to clients who have/ are experiencing domestic and family violence.