



COUNSELLOR/ADVOCATE

Position Description

Classification: Health and Professional Services Award, negotiate level
Location: Based at Morwell MDC
0.6 – 1.0 EFT

APPLICATION INFORMATION

- Application must include statements addressing each of the selection criteria listed. This is most important, as consideration for interview will be based on whether the essential requirements of the position are addressed within your application.
- Applications should include a current resume with 3 referees names and contact details.

All applications are to be emailed and marked 'Confidential application for Counsellor/Advocate MDC' and sent to:

Laura Carson, Administration Manager
Email: laura.carson@gippscasa.org

CLOSING DATE: Monday 9th May 2016, 9.00am

If you have any further queries regarding this position please contact Laura Carson on 5134 3922.

1. The Agency

Gippsland Centre against Sexual Assault (GCASA) is funded by the Department of Human Services, Victoria. It is managed by an incorporated community-based Board and is funded to provide comprehensive sexual assault services across the Gippsland region (Health Region 5), which extends from Bunyip River to the NSW border at Mallacoota, and from the Great Divide to the sea, including Phillip Island. The primary offices are in Morwell and in Bairnsdale. Outreach sessions are offered in Orbost, Sale, Leongatha and Warragul.

The Agency operates within a framework that actively supports the protection of the rights, integrity, autonomy and dignity of women, men and children who have experienced recent and/or non recent sexual assault.

GCASA also provides support to their families, carers and other support networks that may include information, resources, counselling and group work. The Agency provides consultancy and professional training for other workers to increase professional knowledge about the incidence, causes and effects of sexual assault, and to develop skills in responding sensitively to people's needs. The Agency provides assessment and treatment for children demonstrating problematic sexual behaviour and to young people demonstrating harmful sexual behaviour.

GCASA works within the community to reduce the incidence of sexual assault, to increase awareness and to build the capacity of community members to appropriately respond. Community development activities that promote social inclusion within and across marginalised groups are an integral part of the organisation's mandate.

GCASA is co located in a Multidisciplinary Centre (MDC) with its partners, Victoria Police Sexual Offence & Child Abuse Investigation Team (SOCIT) and a smaller Department of Health and Human Services - Child Protection (CP) team. MDCs are funded by the Victorian Government, with MDCs already in Mildura, Seaford, Geelong, Dandenong and Bendigo.

SOCIT investigate reports of sexual assault against adults, young people and children. SOCIT and CP work together to protect the community from harm, ensure child safety, and refer people to appropriate support services.

2. The Role of the CEO

The CEO has responsibility for co-ordination of the work of the Agency, and oversees, with Board direction, the overall operations. All Agency staff members are accountable to the CEO.

3. Your Agency Relationships

Report relationship

This position is accountable through the CEO/ Clinical Manager to the Board of Governance, for conduct of all work, through supervision, periodic reviews, Agency meetings and other activities.

Relationships with other staff

Develop and maintain co-operative working relationships with all staff of the Agency. Share resources and knowledge, seek assistance when needed, and be open to different perspectives.

Organisational Culture

Every employee authentically demonstrates GCASA values in their daily behaviours. GCASA is a learning organisation whose employees are committed

to best practice. The GCASA Board of Governance and the management team support employees in their personal and professional development. It is expected that employees conduct themselves in line with community expectations, working within their scope of practice, and demonstrating efficient work practice. All GCASA staff take responsibility for their actions within the workplace.

4. Counsellor/Advocate Role

Duties

1. Provide evidence based, trauma informed counselling to children, young people and adults reporting recent and/or non recent sexual assault.
2. Provide evidence based clinical intervention to children with problematic sexual behaviour and to young people with harmful sexual behaviour
3. Utilise well developed interpersonal and communication skills to engage clients, maintain effective relationships with stakeholders and advocate in the client's best interests within the service system.
4. With appropriate consent, provide reports regarding client progress as requested by parents/carers, legal personnel and other stakeholders.
5. Attend care team meetings and other meetings, with external services to contribute to case coordination and service planning for the client.
6. Participate in regular internal clinical/line management supervision, peer support activities, and attend regular professional development in areas relevant to this role.
7. Maintain accurate and confidential client files and other records, including statistical, that meet organisational and requirements.
8. Contribute to planning for the Agency's work by participating in team meetings, service reviews, evaluations and projects.
9. Participate in GCASA community development and community education activities as requested by the CEO/Clinical Manager.
10. Other duties as requested by the CEO or the CEO's delegate.

5. Key Selection Criteria

1. Degree level qualification 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.

2. A minimum of 12 months, recent counselling experience within a therapeutic setting, providing short – longer term intervention
3. Knowledge related to the incidence and impact of sexual assault, as well as an understanding of the dynamics that support the occurrence of sexual assault, including feminist empowerment philosophy and social inclusion theory.
4. Demonstrated understanding and application of theoretical frameworks underpinning trauma – informed counselling for children, young people and adults
5. Well developed organisational skills including time management and ability to multi-task, broad computer/IT skills, high level communication skills
6. Knowledge of the legislative requirements governing the collection and storage of personal information; client confidentiality and the protection of children/young people.
7. Willingness to travel across the region and to Melbourne. Staff must hold a current Victorian driver's licence.
8. Provision of a current National police check and a Working with Children's check.
9. Applicants must be able to work on a Wednesday.

6. Other

The successful applicant will be appointed for a six-month probationary period during which time, regular clinical and line management supervision is provided. At the conclusion of this period a performance review will be held with the CEO; after which, a decision will be made to offer ongoing employment or to cease employment with the Agency.