



## REFOCUS COUNSELLOR/ADVOCATE

### Position Description

<b>Classification:</b>	<b>Social Work Grade 2 - Allied Health Services Award</b>
<b>Position Fraction:</b>	<b>Full time</b>
<b>Position Number:</b>	<b>20047</b>
<b>Location:</b>	<b>MDC Morwell</b>

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### 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.
- GCASA recognises, welcomes, and respects people of Aboriginal and Torres Strait Islander and diverse cultures, gender, sex, and sexuality.

***All applications are to be emailed and marked 'Confidential application for REFOCUS Counsellor/Advocate position No 20047 and emailed to:***

Jane Barr  
CEO  
Email : [hr@gippscasa.org](mailto:hr@gippscasa.org)

**CLOSING DATE:** 30<sup>th</sup> November 2023

If you have any further queries regarding this position, please contact:  
Kate Neocleous, Clinical Manager on 5134 3922.

## **1. The Agency**

Gippsland Centre against Sexual Assault (GCASA) is funded by the Department of Health and Human Services, Victoria. It is managed by an incorporated community-based Board and is funded to provide comprehensive sexual assault and prevention 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, Bairnsdale and Warragul. Outreach sessions are offered in Orbost, Sale, Leongatha and Wonthaggi.

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 works within a trauma informed care approach and all staff are supported to work within this framework.

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 existing MDCs already in Mildura, Seaford, Ballarat, 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. Your Agency Relationships**

### *Report relationship*

This position is accountable through the CEO, Clinical Manager and Senior Clinician 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 an organisation committed to the continual learning and development of our employees. Our

best practice models are dynamic; evolving and informed in line with developments in practice and research, and our organisational values. 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.

#### *Internal and external Stakeholders*

GCASA is co located in a Multidisciplinary Centre (MDC) with its partners, Victoria Police Sexual Offence & Child Abuse Investigation Team (SOCIT) and Department of Families Fairness and Housing - Child Protection (CP) team. GCASA also liaise with The Orange Door, family services, mental health, education and other allied health services.

### **REFOCUS**

This role will work with children, young people and their families primarily referred to our Refocus Service and provide Sexual Assault Support Services (SASS) as required.

The Gippsland CASA REFOCUS service is an early intervention and therapeutic program for children and adolescents up to 18 years of age who display problem sexual behaviours, and is funded by the Department of Families, Fairness and Housing (DFFH).

Our approach is collaborative, responsive, and respectful to the individual needs of children, adolescents, and families who are seeking support. We work to enhance the understanding of young people's behaviours, to support healthy decision making and ways to maintain safe and respectful relationships

### **3. Counsellor/Advocate Duties**

1. Conduct initial and ongoing risk and safety assessment and management in accordance with MARAM framework.
2. Conduct initial clinical assessments, case formulations, recommendations and intervention planning, case review and closure processes.
3. Provide evidence based clinical intervention to children and young people and their families who may present with problematic sexualised or harmful sexualised behaviour.
4. Provide evidence based, trauma informed counselling on an individual and group basis to children, young people and adults reporting recent and/or non-recent sexual assault to support their recovery on an outreach basis.
5. Provide secondary consultation to referring agencies.
6. Provide Crisis Care Response for those seeking support during the day as referred by SOCIT and or by self-referral as required.
7. Conduct Care Coordination and advocacy on behalf of clients as appropriate to strengthen community connections and assist with understanding of rights.
8. Maintain confidential accurate and up to date client record keeping in line with GCASA policy and client statistical recording to meet legal, ethical, and organisational expectations.
9. Model positive emotional intelligence and interpersonal communication skills to engage our clients, maintain effective relationships with stakeholders and advocate in the client's best interests within the service system.

10. With appropriate consent, provide reports regarding client progress as requested by parents/carers, legal personnel, and other stakeholders.
11. Attend internal and external care team meetings to contribute to care coordination and service planning for the client.
12. Participate in regular internal clinical and line management supervision, peer support activities, and attend regular professional development in areas relevant to this role. Where required, seek consultation with specialist services.
13. Contribute to planning of GCASA's quality improvement work by participating in team meetings, service reviews, evaluations, and projects.
14. Participate in GCASA community development and community education activities as requested by the CEO/Clinical Manager.
15. The Counsellor Advocate may be asked to work from other office based and outreach locations.
16. The Counsellor Advocate will be expected to outreach to client places of residence.
17. Other duties as requested by the CEO or the CEO's delegate
  
- 18.

#### **4. Key Selection Criteria**

1. Degree level qualification or equivalent certification from a nationally accredited provider in social work, social welfare, counselling, family therapy, psychology, creative arts therapies, or community mental health nursing.
2. A minimum of 2 years recent trauma counselling experience working with children and their families with a comprehensive understanding of child developmental theory and experience counselling within a therapeutic setting, providing short to medium term intervention.
3. Knowledge related to the incidence and impact of sexual assault, as well as an understanding of the gender dynamics that support the occurrence of sexual assault.
4. Demonstrated understanding and application of theoretical frameworks underpinning trauma – informed counselling for children, young people, and adults, including feminist empowerment philosophy and social inclusion theory.
5. Demonstrated understanding of child development theories (including cognitive, psychological, and relational) and understanding of sexualised behaviour from within a developmental and ecological systemic context.
6. Possess well-developed client record keeping capacity, including case noting, administrative and time management skills, and the ability to multi-task and use a broad range of computer and IT skills.
7. Knowledge of the legislative requirements governing the collection and storage of personal information; client confidentiality and the protection of all GCASA clients.
8. Willingness to travel across our service areas as and to Melbourne for professional development if relevant. Staff must hold a current Victorian driver's licence.

## **5. 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 and Clinical Manager; after which, a decision will be made to offer ongoing employment or to cease employment with the Agency.

The successful applicant will:

- be willing to travel across the region and to Melbourne as required.
- hold a current Victorian driver's licence.
- Hold a current Working with Children's check
- Provide current National police check.