

Position Description

Statewide Coordinator - Family Violence Capacity Building Pilot Program

Organisational context

Domestic Violence Victoria (DV Vic) is the peak body for specialist family violence services for women and children in Victoria. We are an independent, non-government organisation.

Our vision is for a world where women and children can live fulfilled lives, free from fear and violence.

To achieve this, we:

- advocate and provide advice to government with and on behalf of our members
- lead innovation and influence policy, legislation and community attitudes
- work with our members to strengthen specialist family violence practice and build the capacity of human services
- work respectfully and collaboratively with all our partners.

Our work is informed by the experiences of women and children affected by family violence.

DV Vic is committed to the core values of equality, integrity and respect. Our values are reflected in the way we work and engage with others including our members, colleagues, and government.

Read our [Strategic Plan 2016-2020](#) for more information about what we do and where we're headed.

Role Context

This Specialist Family Violence Advisor – Capacity Building Pilot Program has been developed to contribute towards recommendations 98 and 99 of the Royal Commission into Family Violence.

These recommendations require the establishment of specialist family violence advisors to provide expertise to major Mental Health (MH) and Alcohol and Other Drugs (AoD) services, to increase the capacity of the MH and AoD sectors to respond to family violence and to ultimately encourage all three sectors to collaborate through the promotion of shared casework models.

This program will provide expertise and support for workers in the MH and AoD sectors to identify and respond to family violence with their clients, whether they are experiencing family violence or perpetrating family violence. The Advisor role is part of a one-year Capacity Building Pilot Program establishing an Advisor in each of the 17 catchments around Victoria. Advisors will encourage joint practice and collaboration across the three sectors to help provide an enhanced response to family violence.

Organisational Values

Respect, Equality, Integrity.

Position specifications

Role title:	Statewide Coordinator - Family Violence Capacity Building Pilot Program		
Located:	Melbourne CBD	Classification Level / Award:	DV Vic Level 6.1
Employment Period:	12 month contract (inclusive of three month probation)	Remuneration:	\$39.74 per hour Salary sacrificing arrangements are offered within Australian Taxation Office guidelines
Reporting structure:	The Statewide Coordinator will report to and be supervised by the Practice Development Manager.		
Hours and basis of employment:	1.0 FTE – 38 hours per week To work within office hours of 8am to 5.30 pm, Monday to Friday		

Position Responsibilities

The role of the Statewide Coordinator is to coordinate and support the Capacity Building Pilot Program. The Statewide Coordinator will be a critical resource that will contribute to the success of the Program. The Statewide Coordinator will function as the key representative, liaising regularly with Family Safety Victoria (FSV).

Key duties

- Working within and complying to the terms and requirements of program service models, guiding frameworks and operational tools that have been established or endorsed by FSV in consultation with DV Vic and other stakeholders.
- Working collaboratively with key stakeholders including FSV, DHHS, DVRCV and the health sector peaks (or equivalent organisations) including Victorian Alcohol and Drug Association.
- Promotion of a common understanding of program objectives as prescribed and endorsed by FSV in consultation with DV Vic and other stakeholders.
- Providing practice support and advice that complies to and is informed by practice frameworks, guidelines and requirements that have been established or endorsed by FSV in consultation with DV Vic.
- Supporting auspice agencies, MH and AoD agencies to understand and fulfil their roles and responsibilities in the program as prescribed in established service models, guidelines, frameworks and other operational tools.
- Development of positive working relationships with auspice agencies and workers.
- Supporting the workers to fulfil the requirements, activities and outcomes of their roles as defined by the program within catchment areas.
- Supporting the workers to manage the challenges of these roles, including those relating to undertaking cross-sector work, isolation and working at multiple levels within diverse organisations.
- Facilitate the Program's governance structure at the statewide level.
- Membership of program committees or groups where family violence expertise is required.
- Establishment and ongoing contribution to the Program's Community of Practice.
- Identification and communication of good practices and initiatives statewide.
- Identifying training and professional development needs for workers.
- Identifying and documenting key learnings, issues, challenges and opportunities to contribute to ongoing program improvement.
- Ensure that practice, statewide and strategic issues are fed back to FSV to inform continuous program improvement and the ongoing development of a statewide coordinated systemic response to family violence.
- Facilitating program reporting processes with FSV and informing Program evaluation.

Key Selection Criteria

Core capabilities

- Understanding of the evidence on the gendered nature of FV, and the nature, dynamics and impact of FV.
- Project management skills including the ability to source, analyse and present complex information.
- Experience in leadership and the ability to motivate and inspire others.
- Capability to work with others to facilitate problem solving and troubleshooting in the kind of complex environment that a new program poses.
- Ability to operate at an agency and statewide level.
- Resilience as a senior staff member, including ability to manage stressful situations and work within a new pilot program in the context of significant sector reform.
- Experience working in a multi-disciplinary context.
- Ability to analyse and understand structural supports and barriers to change and to work effectively at an organisational and government level to improve practice and promote collaboration.
- Ability to lead, influence and support others in working to achieve change.
- Other capabilities as identified in the Program Framework.

Qualifications, knowledge and experience

- A relevant tertiary degree or equivalent experience.
- At least five years' experience in the specialist family violence sector including an in-depth knowledge of the Risk Assessment and Risk Management Framework, and a working knowledge of responses for perpetrators of family violence and the mental health and alcohol and other drugs services and service systems.
- In-depth knowledge of the Victorian family violence system, family violence practice, and other relevant health and human services in Victoria.
- Understanding of historical and contemporary public health and human rights issues that affect Aboriginal and Torres Strait Islander people in Australia, and capacity to work in a culturally informed and respectful manner.
- Working understanding of relevant legislation and how it impacts on family violence including but not limited to the Family Violence Protection Act 2008; Children, Youth and Families Act 2005; Privacy and Data Protection Act 2014; Health Records Act 2001, and the Victoria Police Code of Practice.

Application Process

Application process

Interested persons should send a current resumé with a covering letter addressing the key selection criteria to:

Fiona McCormack, Chief Executive Officer via admin@dvic.org.au

Applications close: COB Monday 13 November 2017

Contact for further information: Catherine Plunkett Ph: 9921 0828 or catherineplunkett@dvic.org.au

DV Vic seeks female applicants (EO Exemption no: A48/2012)

Applications that do not address the selection criteria will not be considered.

Applicants must have the right to live and work in Australia to be considered for this job.

DV Vic values diversity and encourages women from diverse backgrounds to apply