



changing lives
reducing crime

Community Restorative Centre

Head Office

174 Broadway, Chippendale, NSW 2008

PO Box 541, Broadway, NSW 2007

p: (02) 9288 8700

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POSITION DESCRIPTION **Case Worker – Miranda Centre**

ORGANISATIONAL CONTEXT:

Founded in 1951, the Community Restorative Centre (CRC) is the leading community provider of support services to people affected by the criminal justice system in NSW. All CRC programs aim to reduce crime and break entrenched cycles of disadvantage, offending and imprisonment.

CRC aims to improve our clients' quality of life by providing a range of practical and emotional support, as well as assisting people to build sustainable pathways out of the criminal justice system and into the community.

CRC's Miranda Project is establishing its own drop in centre, a one stop shop, to provide support to women in the criminal justice system at risk of domestic and family violence.

PRINCIPLE FUNCTION:

The Case Worker Miranda Centre will provide a genuine alternative pathway for women in prison or at risk of imprisonment who are themselves survivors of violence and at risk of returning to violent situations. The Miranda Centre Case Worker will link with women in NSW Correctional Centres and transitional centres returning to live in the Greater Sydney Metro area or beyond but within accessible distance of the Miranda Centre. The Miranda Centre Case Worker will work also with women in the community who are seeking bail or a community-based sentence at court.

Funded under the Leaving Prison/Leaving Violence initiative, the Case Worker will provide the specialist support required for women to rebuild lives in the community, providing a continuum of support aimed at addressing the complex and diverse needs of women in the criminal justice system with histories and / or risk of experiencing domestic and family violence. Casework services will be conducted at the newly established drop in Miranda Centre one stop shop and through outreach services to Correctional Centres and transitional centres. The overall aim is to support the women in the criminal justice system to establish secure, safe, long term, independent living situations free from domestic and family violence.

The Case Worker will deliver a service that is non-judgemental, supportive, and strengths based within a feminist framework. She will work within a unique partnership model to provide services including access to housing, financial resources and responsive to the complex trauma underpinning the cyclical nature of imprisonment, release, reoffending, re-imprisonment and domestic and family violence. The Case Worker will have experience in working with women with complex and diverse needs, enjoy working in a small team, maintain client records, be experienced in running or willing to run therapeutic groups. As Aboriginal women constitute 38% of women leaving custody in NSW, a major focus of the Miranda Centre will be working with Aboriginal women, services and community.

RELATIONSHIPS:

- Accountable to the Project Director and the Board of Management through the Chief Executive Officer
- Reports to the Coordinator Miranda Program
- Relates to the Miranda Centre Case Worker
- Member of the Miranda Project Team
- Liaise with all CRC staff, particularly linked programs such as Women's Transition
- Liaise with partner agencies such as DV services, Community Corrections, WJN, Legal Aid

PRINCIPLE ROLES:

- To deliver holistic case management to women in the NSW criminal justice system with histories and / or risk of experiencing domestic and family violence
- To support women in the NSW criminal justice system to return and/or remain safely in the community, free of domestic and family violence.



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- To receive referrals and assess women pre-release from women's Correctional Centres and transitional centres.
- To receive referrals and assess women who are in the community, seeking bail or a community-based sentence.
- To provide case-management to clients with the aim of establishing and maintaining safe living in the community, free of violence.
- To build and maintain relationships with relevant Government and non-government agencies to advocate for and in meeting the diverse needs of women involved in the criminal justice system.

PRINCIPLE DUTIES:

- To meet and engage with women (in custody or community with histories of experiencing domestic violence) prior to exit from prison or court.
- To work collaboratively with the client to develop a personal care plan.
- To respond to referrals, conduct assessments, identify needs priorities, develop individual plans.
- To work closely with other Miranda Program staff.
- To liaise with CRC Women's Transition Team in relation to suitable accommodation for the women.
- To liaise with CRC's Alcohol and Other Drugs (AOD) Team for clients and ongoing support.
- To provide support and case-management to women accepted into the Miranda Program at the Miranda Centre.
- To deliver the six modules of the Miranda Program one-to-one or as group work.
- To work closely with partner organisations, some of which may co-locate, regarding client outcomes, particularly specialist family violence services.
- To advocate for clients on an individual basis to support them to achieve positive outcomes.
- To respond to clients in a trauma informed way and liaise with specialist trauma counselling services.
- To work with the Miranda Project Team in establishing the drop in Miranda Centre one stop shop.
- To help establish and maintain an atmosphere of warmth, welcome, support, acceptance and enjoyment within the Miranda Centre.
- To ensure the women exiting prison or in the community are supported to access the Miranda Centre, by meeting them at the prison upon release or arranging this.
- To provide telephone support and assistance to clients as required.
- To liaise with volunteers in relation to transport, kitchen tasks, creative and other activities.
- To maintain accurate statistics, case notes and records as required.
- To liaise and network with relevant government and non-government agencies to promote the Miranda Program and advocate and ensure appropriate service provision to clients.
- To provide content contributions for CRC publications and communications, such as the Annual Report, website and brochures, as required.
- To ensure CRC policies and procedures are adhered to at all times.
- To take reasonable care for own health and safety and the health and safety of others, and ensure they comply with any reasonable instruction by CRC management.
- To attend all relevant CRC meetings.
- To uphold risk management procedures.
- To maintain confidentiality and security of client information.
- To actively engage in regular clinical supervision.
- To attend relevant training and professional development programs.