

Position Description

POSITION TITLE:	Aboriginal Men's Family Violence Service Manager		
REPORTS TO:	Chief Executive Officer	WORK AREA UNIT:	Family Violence Support
FULL TIME OR PART TIME:	Full time	PRIMARY LOCATION:	Lilydale
DIRECT REPORTS:	4 - 6	JOB CLASSIFICATION:	SCHADS Level 8

POSITION SUMMARY

The Aboriginal Men's Family Violence Service Manager is responsible for overseeing and guiding the quality of practice, supporting, and developing all clinical staff in the integration of theory and practice whilst demonstrating their expertise through case practice and the supervision of practitioners.

The Aboriginal Men's Family Violence Manager will work collaboratively with the Chief Executive Officer (CEO) to build and develop a skilled workforce, develop, and strengthen case practice, provide high quality effective service delivery, and support other practitioners in the development of programs and case plans to bring about the changes necessary to ensure the safety, stability and development of Aboriginal children, young people and their families and to achieve case plan objectives.

The position will have supervisory responsibility of practitioners, commensurate with their other duties and will drive practice excellence throughout the organisation, offering guidance on these matters to the Board.

KEY RESPONSIBILITY AREAS

Practice Leadership	<p>Hold supervisory responsibility for the Men's Service Team. Managing a caseload as needed.</p> <p>Support the teams with intake and assessment and offer expertise in complex case consultations.</p> <p>Model leadership in a range of areas including knowledge of legislation, policy and procedure, the application of theory and modalities to achieve best outcomes for children and families.</p> <p>Support clinical staff to engage, consult, and co-design solutions with children and their families, other practitioners and teams, agencies, services, and the community, to deliver the best outcomes for Aboriginal children and their families</p> <p>Facilitate team meetings and debriefings.</p> <p>Facilitation of programs and training as required</p>
Case planning review and case management	<p>Co-ordinate and lead the planning, review, and management of casework within BWAHS</p>



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	Risk assessment - gather information and apply strong professional judgement to identify, articulate, and plan for the risks relating to each case.
Culturally informed practice	Understand and apply culturally informed practice that is focused on the Aboriginal Men, children and families in the context of their family, in a way that considers situations, activities, decisions, and outcomes.
Service and program development	Integrate knowledge and internal insight with leading practice and research to address practice issues. Research Development and support of cultural healing programs, Therapeutic programs and men's family violence practitioners Collaboration with Cultural experts and Aboriginal and Torres Strait Islander peoples to develop programs which respond to identified needs. Evaluation of programs Development and facilitation of Family Violence training and programs as required
Training and professional development/capability development	Actively coach practitioners in the application, theory and practice relating to risk assessment, case planning and case management; engage and lead clinical staff in these capabilities. Maintain and increase relevant professional competencies.
Engagement of key stakeholders	Share critical information, both internally and externally, to ensure a shared understanding of the family violence system, Aboriginal cultural norms, and timely and appropriate action for clients. Funding submissions as approved by executive manager and the board
Program Support	Work with staff, teams, colleagues and key stakeholders to evaluate programs, identify opportunities, develop solutions, and identify and overcome barriers to continuously improve program outcomes.
Administration	Maintain BWAHS electronic client data Ensure reports meet BWAHS contractual obligations Ensure that all client records are in accordance with BWAHS quality/audit requirements. Oversight and maintain budget and expenditure related activity to your staff and programs.
Policies Procedures and Systems	Comply with all organisational policies and procedures Proactively communicate, identify, report, assess WHS related risks and hazards Demonstrate commitment to the objectives of the team and organisation and show considerable drive and effort in achieving work and organisational goals Identify, develop and support and/or implement new initiatives, quality and continuous improvement activities as part of a continuous improvement process in own work, team and organisational goals.

REPORTING

Line manager:	Chief Executive Officer
Manages:	Men's Family Violence Services
Key internal liaison:	Managers, Administration staff, Group Programs, Group facilitators and other practitioners.
External liaison:	Family violence services networks, specialist and generalist support services.

KEY ATTRIBUTES FOR ALL EMPLOYEES

- **Commitment to BWAHS Vision, Mission, Values and Principles** – All employees must demonstrate commitment to the organisation's Vision, Mission, Values and Principles through employment activities and ensure Individual Development Plans.
- **Self-Assessment and Reflection** - the capacity to recognise own feelings and those of others, for motivating ourselves and managing emotions well in ourselves and our relationships. To be resilient, capable of self-awareness, self-management, self-development, social awareness, and relationship management, in order to contribute to a more effective and supportive organisational culture.
- **Ethical** – Reflects expected standards of behaviour and/or Codes of Ethics.
- **Culturally Aware** – values social inclusiveness as a strength and positively utilises diversity.
- **Communication and Collaboration** – Works with others to achieve common goals and disseminates information using appropriate media/language to the right people at the right time.
- **Accountability** - Individual responsibility to deliver services within the relevant legislative and regulatory framework and in accordance with sound business/service management practice.
- **Consumer/Clients focussed** – Prioritises the needs of clients and aims for the best outcomes for clients.

QUALIFICATIONS AND EXPERIENCE

Mandatory

- You must have a minimum of 5 years' experience and a tertiary qualification in Social Work, Counselling, or similar, qualification.
 - a primary focus on family violence, Men's behaviour change, human behaviour, family dynamics and/or impacts of trauma and,
 - a practical component such as counselling or case management.
- A demonstrated understanding of intergenerational trauma in relation to Aboriginal people.

- Demonstration experience in a management position including attending meeting, managing staff, budgets and reporting.
- Comprehensive understanding of Family Violence and Therapeutic Healing and the Men's Behaviour Change framework, as well as demonstrated practical experience in working with the Aboriginal and Torres Strait Islander community.

Knowledge and skills

- Demonstrates an understanding of the legislative, policy, and practice requirements relating to Aboriginal Men, children, families, and communities impacted by family violence and can apply these skills in practice and decision-making.
- Strong leadership and interpersonal skills, and a demonstrated track record of people management with the ability to influence others, build strong teams, collaborate and partner with others.
- Understands risk to child/ren and the impact on a child's development.
- Knowledge and comprehension of the Victorian Royal Commission in Family Violence recommendations.
- Maintains high level of professionalism pertaining to privacy and confidentiality of clients and BWAHS.
- Ability to communicate effectively with key stakeholders, staff, clients and maintain reporting requirements.
- Ability to participate and represent BWAHS and BWAHS interests at various meetings as required.
- Facilitation and training skills

Highly Desirable:

- Membership or eligibility for registration of one of the following bodies: AASW, AHPRA, ACA or PACFA
- Knowledge and experience with Child Protection Services

Finally, you will need to demonstrate a practical understanding of the legislative, policy, and practice requirements relating to Aboriginal children, families, and communities impacted by family violence and be able to work within these requirements.

Please note: Will need to hold or be willing to obtain a current National Police Check and Working with Children Check. You will also need a current Driver's License.

This is an Aboriginal Designated Position, classified under 'special measures' of section 12 of the Equal Opportunity Act 2010. Only Aboriginal and/or Torres Strait Islander people are eligible to apply.