



<b>POSITION TITLE:</b>	<b>Specialist Men's Practitioner</b>
<b>POSITION NUMBER:</b>	<b>CS036</b>
<b>POSITION LOCATION:</b>	<b>Warrnambool</b>
<b>CLASSIFICATION:</b>	<b>SCHCADS Level 5</b> <b>(PayPoint will be dependent on qualification and years of experience within the relevant field consistent with the SCHADS Award)</b>
<b>TEAM /DIVISION:</b>	<b>Family and Individual Support Programs – Child and Family Services Division</b>
<b>EMPLOYMENT CHECKS:</b>	<b>Current National Police Check and Working with Children Check</b>
<b>DATE PREPARED:</b>	<b>October 2017</b>

## OUR ORGANISATION

Brophy Family and Youth Services is a quality accredited not for profit organisation, with a community based Board of Directors. Our service provides a wide range of family, youth and children services across South West Victoria. We are a multi – site organisation, and employees may be required to work at any of our sites. These sites are based in

- Warrnambool - Timor Street (Community and Youth Complex), Koroit Street (Child and Family Services Hub) and Raglan Parade (Foyer Warrnambool)
- Portland - 5 Gawler Street, Portland.
- Hamilton – c/- Frances Hewett Centre, Roberts St, Hamilton & c/- SGAE Thompson St. Hamilton
- Colac – Youth Hub, Miller Street, Colac.

Brophy Family and Youth Services actively values and promotes diversity in our workplace and affirms our commitment to working towards achieving an open, harmonious and inclusive environment; where everyone is welcome, included and valued – regardless of gender, age, race, sex, sexual orientation, religion, level of ability, cultural or language background.

## DIVISION AND PROGRAM OVERVIEW

The Child & Family Services Division incorporates the Out of Home Care Services of Kinship and Foster Care, Child First and Integrated Family Services as well as the Family and Individual Support Programs. These four teams deliver 18 programs to a diverse range of people in our community.

The Division's purpose is to build the capacity of vulnerable children, youth; families and individuals to enable them to self- manage and be the best they can be. A number of key frameworks and models are used by the division's enthusiastic and skilled staff to achieve this purpose. These include but are not limited to: Gender and Trauma Informed practice, Duluth model of Men's Behavioural Change Program, Motivational Interviewing and task focussed interventions.

## PRIMARY PURPOSE OF ROLE

The Specialist Men's Practitioner delivers counselling and support services to men and their families to help them improve their relationships. This includes the co-facilitation of the Men's Behaviour Change Program for both DHHS and Corrections Victoria clients.

The role requires having the ability to make sound decisions, in some instances in crisis or stressful situations, whilst maintaining confidentiality and professional boundaries. The role is required to work autonomously and as part of a team, maintain accurate records, and is expected to actively participate in and contribute to program service planning along with all annual improvement activities to achieve organisational outcomes.

This position is required to establish appropriate community contacts, develop and maintain professional working relationships with a broad range of stakeholders and funding partners in the provision of the program's services to achieve improved outcomes for clients.

## ORGANISATIONAL RESPONSIBILITIES AND ACCOUNTABILITIES

The Specialist Men's Practitioner will operate as a Senior Worker within the Family and Individual Support Program, establishing appropriate community contacts, developing and maintain working relationships with a broad range of stakeholders and funding partners in the provision of the program to achieve improved outcomes for men and their families.

The Family and Individual Support Programs team support adults at risk of homelessness and assists Office of Housing Tenants to sustain their tenancies. The program also offers Family Violence services to Men, Women and Children. The No Interest Loan Scheme offers clients in the Warrnambool, Moyne, Glenelg and Southern Grampians Shires access to no interest loans to purchase essential items.

## REPORTS TO

The position reports to and is supervised by the Manager – Family and Individual Support Programs.

## KEY RESPONSIBILITIES

### Personal and Professional

- Support the Line Manager in providing mentoring, support and consultation to program staff to promote advantaged thinking practices.
- In conjunction with the Line Manager ensure compliance with the relevant program Service Standards and Brophy's clinical governance and quality frameworks.
- Participate in the Performance Management process as required.
- Demonstrate a commitment to ongoing skill development and training relevant to a senior role both personally and professionally.
- Provide leadership during crisis and stressful incidents and monitor staff wellbeing.
- Participate in supervision, support and reflective practice, as negotiated with Line Manager.
- Participate in all core training designated by the line Manager, to ensure integrity of the service delivery model.

### Technical Skills

- Provide group facilitation to MBCP and Men's Family Relationships (MFR)

- Develop education, skills and counselling programs for men in relation to improving family relationships including group counselling sessions.
- Work with men to become better partners and fathers
- Provide information and secondary consultation to staff of Brophy regarding issues for clients impacted by Family Violence. Particularly in relation to working with men who use violence and coercive control.
- Provide high quality individual assessment of clients as per MBC standards
- Demonstrate the ability to effectively communicate and network with relevant stakeholders of the Family Relationship Service Providers (FRSP) and MBC.
- Provide appropriate advocacy for the MFR and MBC and the client group they service.
- Act as Line Manager as required.
- Assist the Line Manager in program planning, design and evaluation.
- Assist the Line Manager to effectively administer the programs services in accordance with program service plans, service agreements and funding body requirements, including providing operational support to the staff in the programs.
- Ensure you and team members have access to and comply with legislation, standards, policies, practices and procedures relevant to the program area.
- Ensure a professional standard of care and service provision according to the philosophy of Brophy Family and Youth Services.

#### Customer Service

- Promote the program's services and the Agency throughout the region.
- Develop and maintain effective working relationships with a broad range of stakeholders and services, across a variety of sectors to ensure an integrated approach that support positive client outcomes.
- Demonstrate an awareness and practice in response to the diverse needs of clients.
- Demonstrate an understanding of rural communities and the issues they face.

#### Continuous Quality Improvement

- Seek regular consumer feedback regarding the effectiveness of the programs services as part of BFYS Clinical Governance Framework.
- Participate in program evaluation activities that promote advantaged thinking and contribute to improved outcomes for clients.
- Participate in and contribute to BFYS quality improvement processes and other activities to meet service and accreditation standards.

#### Team Work and Communication

- Support the Line Manager to promote the development of a learning culture within the program team that fosters and drives improved client outcomes.
- Participate in and at times facilitate daily and weekly team meetings and team planning days.
- Lead in ways which capture, communicate and share innovative ideas and practices.
- Model appropriate leadership behaviours to all workers across the Agency.
- Develop, support and maintain a positive team approach across the program area, Agency and with other service providers and partners.
- Manage conflict and disputes in a professional manner and in accordance with Brophy policy and procedures.
- Promote effective team communication and development by working professionally and co-operatively with all stakeholders to achieve the Agency's objectives.
- Participate in the development of consumer participation activities within your team and Agency.
- Undertake other appropriate duties as directed by the Line Manager.

### Administration and Documentation

- Ensure best practice and professional standards for written correspondence produced by program staff as required in the absence of the Line Manager.
- Take responsibility for accurate, confidential and timely case-noting, record keeping, filing and general maintenance of client information, in accordance with relevant program and agency requirements and standards.
- Ensure all relevant program planning, documentation; evaluation and reporting are completed in a timely and accurate manner.
- Ensure all relevant policies and procedures are implemented and adhered to, including the complaints handling procedures and methods for responding to critical incidents.

## **GENERAL RESPONSIBILITIES**

- Adhere to Brophy's Employee Code of Conduct, and internal policies and procedures.
- Actively participate in all required supervision, annual performance management process, professional development and training activities.
- Participate in and contribute to Brophy Family and Youth Services quality improvement process and other activities to meet service and accreditation standards.
- Participate and contribute to the culture of a Learning Organisation environment.
- Maintain a healthy and safe work environment including supporting the monitoring and management of risk and WHS systems
- Participation in the development of consumer's participation activities within your program and Brophy.
- Demonstrate and commit to Brophy's organisational values and model these on a daily basis.

This position description describes in general terms the requirements for this position to operate on a normal day to day basis. However, these duties maybe amended or varied from time to time, within the normal capacity of the role without changing the level of responsibility.

## KEY SELECTION CRITERIA

### Qualifications:

- A minimum qualification of a sector recognised and accredited Bachelor of Social Work or equivalent. (Qualifications must be approved by recognised professional bodies: ie. AASW)
- Graduate Certificate in Male Violence or a willingness to undertake this study in 2018.
- A current Drivers Licence.
- Ability to obtain Working with Children Check, and National Police Check (or International Police Check if required).

### Experience, Skills and Abilities

The successful candidate will have the best combination of the following characteristics:

- A demonstrated understanding of the gendered nature of family violence
- Experience in and an understanding of the challenges men face during times of relationships change such as forming new relationship, following the birth of a child, during separation, divorce, when re-partnering or retiring.
- Experience in engaging reluctant clients.
- High level of assessment skills, and in complex decisions making and risk assessment of clients.
- Demonstrated leadership, mentoring and coaching skills and the ability to facilitate a team approach to achieve service objectives.
- Demonstrated knowledge and understanding of the appropriate legislation, case management practice, and the ability to adhere to policy and procedures.
- Excellent communication and interpersonal skills including the ability to demonstrate experience in liaising with a diverse range of clients.
- Ability to maintain positive, effective working relationships with colleagues, peers, and relevant stakeholders in a wide range of government, business and community organisations.
- Ability to use Microsoft office suite of products, along with experience in electronic databases and case file noting.

### AUTHORISED BY

NAME: Ruth Isbel

POSITION: Executive Manager – Child and Family Services

DATE: October 2017

### ACCEPTED BY INCUMBENT

NAME: \_\_\_\_\_

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_