



Position Description

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| Position Title: | Men and Family Relationships Worker |
| Salary & Conditions: | FamilyCare Enterprise Bargaining Agreement |
| Department: | Child and Family Services |
| Direct Report To: | Program Leader |
| Responsible For: | Provision of support to men including a focus on children and families. |
| Performance Review: | At three months, then annually thereafter. |

FamilyCare Vision

Strong families and communities.

FamilyCare is one of regional Victoria's largest and most progressive community service organisations, with offices across five Local Government Areas: Greater Shepparton, Mitchell, Murrindindi, Strathbogie and Moira. FamilyCare's activities include child and family services, men's services, carer and disability support programs and community development.

Key Selection Criteria

1. Qualifications

Essential

- Tertiary qualifications in Social Work, Welfare studies, Counselling, Family Therapy.

Desirable

- Minimum 12 months experience in a counselling role

2. Skills, Knowledge and Experience

Essential

- Demonstrated knowledge of and commitment to key legislation including Children Youth and Families Act 2005, Child Wellbeing and Safety Act, Child Safe Standards, FVISS, CISS, MARAM and Family Law Act 1975.
- Understanding of privacy and confidentiality obligations.
- Thorough understanding of the theoretical concepts of mediation, family therapy and counselling and demonstrated ability to apply these.
- Experience in facilitating group work.
- Knowledge of the impacts of conflict, separation and divorce on families.
- Knowledge of critical life transitions in a family and individuals development and how people manage these.

- Demonstrated skills and experience in working with men in an individual and group work setting.
- Knowledge and understanding regarding the theoretical perspectives underpinning various aspects of the position including an understanding of family dynamics, mediation, power differentials, patterns of communication and brief therapy approaches.
- High level interpersonal and communication skills, including the ability to communicate, negotiate and liaise with a range of individuals, professionals and community services.
- Ability to work independently and as part of a team.
- Well-developed computer literacy and administrative skills including maintaining accurate files, detailed assessments and case notes.

3. Men's Program Worker – Information

Aim of Service

The Men's Program recognises families as a system and acknowledges a balance between the needs of men and family as a whole whilst prioritising safety.

The Men and Family relationship program provides a range of counselling and groups work services to individuals, couples and families with the aim of improving wellbeing, strengthen family relationships, prevent breakdown and ensure the wellbeing and safety of children. The program has a specific focus on providing services to men and include providing information, referral, support, education, counselling, dispute resolution, outreach and community capacity building.

The service is provided in a range of outreach offices across our catchment, including face to face, online and telephone.

The program provides a range of services that relate to men's health and well-being, encourages men to adopt a lifestyle that is non-violent, assists men to develop and enhance self-esteem and relationships and has a community awareness and education component.

4. Key Performance Responsibilities

4.1 Service Delivery

- Conduct client assessments as required to determine the issues impacting upon the functioning of the family and to work with individuals and families to establish plans and set goals.
- Undertake assessments of referrals to ensure appropriateness of referrals, facilitate referrals to other services and safety planning
- Conduct counselling sessions applying strength-based philosophy of the agency, together with a wide variety of therapeutic interventions to achieve optimal outcomes for children individuals and families.
- Strengthen the parent skills of parents and/or caregivers who have been referred to the service.
- Conduct and facilitate group programs as determined by the specific needs of clients.

- Apply a range of other approaches in conjunction with the Program Leader. These may include:
 - Assertive outreach
 - Case management
 - Intensive in-home support
 - Parent education and skill development.
- Participate in the after-hours and on-call roster where negotiated.
- Work as a member of a team and take direction as appropriate.

4.2 Data Collection and Reporting

- Maintain program administrative requirements including maintenance of comprehensive case notes.
- Electronic data collection.
- Provide internal reports to the Program Leader.

4.3 Representation and Advocacy

- Identify gaps in services available to clients and advocate on their behalf.
- Attend network meetings and other related local forums or meetings.
- Actively network locally and regionally to raise awareness and knowledge of the Child and Family Services' programs and the issues affecting children, adolescents and families.
- Attend internal program and team meetings.

4.4 Community Development and Education

- Increase community awareness regarding issues affecting families and available support services through the provision of information, education, and advocacy.
- Provide specialist consultation to other community agencies and professionals to assist their ability to deliver services to children, adolescents, and families.
- Promote a broader understanding of relevant State and Federal legislation that impacts upon children and family welfare including the Children, Youth and Families Act 2005 and the Child Wellbeing and Safety Act 2005.
- Prepare or participate in media initiatives associated with the program.

4.5 Quality Improvement and Evaluation

- Meet occupational health and safety requirements.
- Conduct activities to measure the effectiveness of interventions applied.
- Ensure that relevant policies and procedures are followed.
- Participate in regular supervision activities.
- Identify training needs in consultation with Supervisor and attend professional development as deemed appropriate.
- Be aware of and meet relevant Quality Management System responsibilities.
- Participate in relevant evaluation activities.
- Be aware of FamilyCare's responsibilities to contribute to children's safety and wellbeing and report any concerns about neglect or abuse to a supervisor or manager.

5. Current and Valid checks:

- Drivers licence.
- Police check.
- International police check when applicable.
- Working with Children Check.

6. Other Information

- Salary packaging is offered within prescribed guidelines.
- All staff and volunteers must abide by a Code of Conduct.
- FamilyCare is committed to:
 - Ensuring the safety of children;
 - Respecting diversity and
 - Providing a workplace free from discrimination and harassment.