

BENDIGO COMMUNITY HEALTH SERVICES

POSITION TITLE: SPECIALIST ALCOHOL AND OTHER DRUGS (AOD) FAMILY VIOLENCE ADVISOR

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| Name: | | PO Box 1121 Bendigo Central Victoria 3552 |
| Position number: | | |
| Award/Agreement: | Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement 2013 - 2015 | Central Site: Ph: (03) 5448 1600 Fax: (03) 5448 1699 |
| Classification: | Social Worker classification range (SCHCADS Level 5) | Eaglehawk Site: Ph: (03) 5434 4300 Fax: (03) 5434 4355 |
| Site: | Holdsworth Road however the position may work from any Bendigo based BCHS site as negotiated | Kangaroo Flat: Ph: (03) 5430 0500 Fax: (03) 5430 0544 |
| Hours per fortnight: | 76.0 hours per fortnight | Elmore Primary Health: Ph: (03) 5432 6001 Fax: (03) 5432 6101 |
| Tenure: | Fixed term to 28 June 2019 | |
| Position description developed: | May 2018 | |
| Responsible to: | Director - Continued Health and Independence | |

1. Position Role

The Royal Commission into Family Violence (Victoria) found that health services, including Alcohol and Other Drugs (AOD) and Mental Health (MH) services are in a unique position to be able to identify and respond to family violence experienced by their clients. Building the capacity of these two sectors with specialist family violence expertise has the potential to enable earlier recognition and intervention and a more consistent service response to victims/survivors of family violence and perpetrators at whatever point they enter the health and human services systems. The Royal Commission therefore made recommendations to improve collaboration between the family violence sector and the AOD and mental health sectors to enhance the capacity of practitioners to recognise and respond to family violence victims/survivors and perpetrators. This Specialist AOD Family Violence Advisor Program has been developed to establish specialist family violence advisors to provide expertise to major MH and AOD services and to ultimately encourage all three sectors to collaborate through the promotion of shared casework models. The Specialist AOD Family Violence Advisor will demonstrate leadership and ownership for the following activities in the Loddon AOD service delivery catchment:

- Provision of practice leadership in relation to the target client group across agencies in the Loddon catchment.
- Support capacity building within the AOD sector through the provision of specialist family violence expertise and advice in identifying, recognising and responding to family violence through an agreed shared care model.
- Support and strengthen networks and collaborations between agencies and across relevant sectors.

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- Enhancement of referral pathways that provide a more integrated and collaborative health and human service system response to family violence.
- Earlier recognition of and intervention into family violence situations for clients of AOD services.
- Enhanced quality and consistency of the service response to victim/survivors and perpetrators of family violence at whichever point they access the health and human services systems.

2. Position Responsibilities

The responsibilities of the position are:

- Identify, establish and further develop intra and inter agency processes and practices that support high quality responses to individuals and families experiencing family violence.
- Facilitate client information sharing (where appropriate) and support joint work between AOD services and specialist family violence services to achieve better engagement with services for victim/survivors and perpetrators of family violence.
- Provide secondary consultation about a specific client experiencing family violence to clarify relevant issues and to provide advice about the client's ongoing management.
- Assist the AOD workforce to identify family violence related risk and strategies to mitigate those risks for individual clients.
- Where required, advise on assessment of clients at high risk, particularly clients with the most complex presentations.
- Assist AOD workers to understand and navigate the specialist family violence system.
- Maintain an in-depth knowledge of the specialist family violence support services in the area and the eligibility requirements for such services, including support and safety hubs as they are established.
- Keep up to date information on waitlists and alternatives for family violence support services in the area.

3. The Role of the Team

The Specialist AOD Family Violence Advisor will be situated within Bendigo Community Health Services (BCHS) AOD team who provide a broad range of supports to highly marginalised individuals and families as well as at risk communities. The suite of services covers initial contact, brief interventions, longer term therapeutic and clinical supports, information, harm reduction education and referral into treatment services both internally and externally.

Although primarily located within BCHS this role is responsible for the support and practice leadership for AOD services throughout the Loddon area catchment comprising Local Government Authorities of City of Greater Bendigo, Loddon, Campaspe, Mount Alexander, Central Goldfields and Macedon Ranges. The Advisor will be resourced to work alongside AOD treatment services across all six shires either in person or via tele and video conferencing.

The Specialist AOD Family Violence Advisor will also work closely alongside other area specialist Advisors located within the Mental Health sector and Centre for Non-Violence as well as their State colleagues.

4. Key Selection Criteria

4.1 Essential

1. Significant understanding of the evidence on the gendered nature of family violence and the nature, dynamics and impact of family violence

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2. Demonstrated understanding of the relationship between family violence and substance misuse in the context of AOD treatment services, and its implications for AOD service delivery.
3. In-depth knowledge of the landscape of family violence and other health and human services in the Loddon area catchment.
4. An ability to articulate and apply a practice framework focused on engagement and assessment including an understanding of Family Violence Risk Assessment, Risk Management, and Information Sharing requirements.
5. A degree in social work or a related community services discipline.
6. Demonstrated experience in interagency liaison, consultation and the building of partnerships with key stakeholders and relevant service sectors.
7. Willingness and ability to engage with services working with perpetrators of family violence for the purpose of service linkage and referral.
8. Extensive experience and knowledge of working with diverse individuals and communities.
9. Demonstrated ability to flexibly manage competing priorities and stressful situations, monitoring own stress levels and practicing and promoting self-care strategies.
10. Highly developed written and oral communication skills including; management of confidential information, accurately recording information, professional correspondence, and providing written and oral evidence as required.
11. Demonstrated ability to flexibly manage competing priorities and stressful situations, monitoring own stress levels and practicing and promoting self-care strategies.
12. Current Driver's Licence.
13. A current Working with Children Check.

4.2 Desirable

1. Significant experience working in the AOD service sector.
2. Extensive practical management and leadership experience (minimum of two years) in the provision of community services or similar.

5. Probationary Period

Employment with BCHS is conditional on satisfactorily completing a probationary period of six (6) months from date of commencement. During this period your performance will be reviewed with your Manager and, assuming this is mutually satisfactory, your employment will be confirmed at the end of this period.

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6. Staff Review and Development (SRD)

Each BCHS staff member is required to participate in the annual SRD process. The SRD will be based on the Position Role and Responsibilities and Key Selection Criteria in addition to the relevant Branch and Team Plans and the following Performance Indicators.

6.1 Self-Management:

Demonstrated experience and understanding of the need for ongoing personal and professional development that contribute to self-satisfaction and professional growth

- Continually develop personally and professionally to meet the changing needs of your position, career and industry.
- Demonstrate behaviours that lead you to achieving your goals.

6.2 Communication and Team Work:

High level communication and interpersonal engagement that contributes to productive and collegial relationships between staff and with clients

- Display your capacity for self-awareness through reflection, planning and communication.
- Show evidence of your ability to work co-operatively within a team to achieve team goals.
- Establish and develop as key functions of relationship management, regular and professional communication with all your relevant colleagues.
- Demonstrate alignment and integration of practice according to BCHS' Vision, Values, and Strategic Directions.

6.3 Administration and Documentation:

Through the use of BCHS processes ensure that all administration and documentation requirements are initiated and completed in a professional and timely manner.

- Show evidence that the administrative tasks of your position are completed in an orderly, timely and accessible manner.
- Demonstrate that your documentation is completed in an accurate, legally and ethically compliant standard, and is produced to an appropriate professional standard.

6.4 Learning:

Demonstrated knowledge and application of the capabilities required for this position including knowledge and understanding of appropriate equipment, legislation, policies and procedures.

- Show evidence of knowledge and understanding of BCHS Strategic Directions and the ability to link key strategic directions to individual and team work plans and individual self-development.
- Demonstrate initiative and enterprise skills that contribute to innovative outcomes
- Display an appropriate level of awareness of the implications for BCHS of decisions and situations that involve you and others.

6.5 Position Performance:

Demonstrate achievement of negotiated performance indicators specific to your position.

- Provide service delivery to at least the minimum level required by the funder.
- Demonstrate positive outcomes for clients through your intervention.
- Show evidence of an integrated service delivery approach for clients.

6.6 Diversity and Culture:

BCHS treats all people with respect; values diverse perspectives; participates in diversity training opportunities and provides a supportive work environment.

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6.7 Child Safety

BCHS values children from all backgrounds and is committed to making our community a safe, nurturing and welcoming place for children to grow and develop. We are committed to making sure **ALL** children reach their individual potential.

7. Other Essential Requirements

Staff will:

- Complete a satisfactory Police Check before employment is confirmed, the Police Check will be initiated by BCHS at the expense of the staff member.
- Sign the pre-existing Injury/Disease Declaration.
- Present a copy of your original professional qualifications document or registration (if required).
- Receive and comply with the BCHS Code of Conduct.
- Comply with BCHS Privacy Policy and Procedures.

BCHS believes that ***“Quality is everyone’s business, safety is my responsibility”***

Co-operate with and contribute to BCHS Health and Safety procedures and participate in appropriate safety information and education activities as required.

8. Other Information

- BCHS is an Equal Opportunity Employer.
- All BCHS sites are smoke free workplaces.
- BCHS is committed to employing people from diverse backgrounds and providing a workplace free from discrimination and harassment.
- BCHS has a commitment to environmental sustainability.

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 Approved: Kim Sykes
 Chief Executive Officer

Date:/...../.....

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 Agreed: Specialist Alcohol and Other Drugs Family Violence Advisor

Date:/...../.....