

## POSITION DESCRIPTION

### Counsellor – Men’s Behaviour Change Program

This position description describes the scope and skills required of the Counsellor – Men’s Behaviour Change Program at Link Health and Community (Link HC). The position description may be subject to periodical reviews.

<b>POSITION:</b>	Counsellor – Men’s Behaviour Change Program
<b>DEPARTMENT:</b>	Health and Wellbeing
<b>REPORTS TO:</b>	Manager – Health and Wellbeing via the Team Leader
<b>DIRECT REPORT ACCOUNTABILITY:</b>	N/A

#### **POSITION SUMMARY:**

The principal objective of this position is to deliver counselling, casework and group facilitation for the Men’s Behaviour Change Program in alignment with the No To Violence (NTV) Standards and Family Safety Victoria (FSV), for both voluntary and mandated male clients who have engaged in Family Violence and are committed to changing their violent behaviour through their attendance in this program.

#### **POSITION ACCOUNTABILITY:**

- Provide high quality short to medium term counselling and casework to male participants of the Men’s Behaviour Change Program.
- Pre-plan sessions within an integrated multidisciplinary framework.
- Conduct and document initial and subsequent risk assessments for the program participants.
- Co-facilitate the Men’s Behaviour Change Program in line with NTV and FSV standards, maintain program attendance records and report the completion or termination of participants.
- Ensuring the accountability of men who continue to use violence and respond to men’s use of violence in keeping with Link HC policies and NTV standards.
- Proactively communicate or identify any observed risks or issues arising in the group including safety or critical incidents to the Team Leader and or the Family Violence Counsellor.
- Develop positive collegial relationships with other facilitators and stakeholders for quality outcomes.
- Other duties as required, within the requirements of the program.

#### PERFORMANCE MEASURES:

- Meet the funding targets requirements specified by Link HC under their contractual arrangements.
- Ensure all documentation is completed in accordance with Link HC Policy, Procedures, and legislative compliance.
- Data entry is accurate and completed within agreed time frames.
- Contribute to a culture of continuous quality improvement in alignment with accreditation standards.
- Work proactively with various disciplines within the organisation to ensure best practice outcomes in a community health setting.

#### ORGANISATIONAL CONTEXT

Link HC is a multi-sited community health service, providing a comprehensive range of health and welfare services primarily to people in the East and South-East of Melbourne and Eastern Victoria.

Link HC provides quality services in line with the program aims, funding guidelines and the Vision and Values of Link HC.

#### VISION

Link Health and Community's vision is healthier people participating in their communities. The underpinning principles in achieving this vision is that Link HC:

- Recognises the health of individuals and the community, is influenced by social and environmental factors as well as individual's access to health services and plans and delivers our services accordingly
- Recognises that client, community and employee engagement in all aspects of our activities are essential for effective governance
- Strives to provide quality services, in a professional, timely manner to clients from culturally and linguistically diverse backgrounds and to clients who are hearing impaired and use sign language as their primary mode of communication
- Link HC is committed to partnering with other organisations to offer integrated health and wellbeing services that are consistent with state-wide health needs and social priorities

#### VALUES

Link HC organisational values are:

- We **care** for our community and for the people who use our services
- We **listen** to people who need our services and we advocate for our community
- We provide **accessible**, innovative, and high-quality services and programs
- We **partner** with other organisations to ensure the development and delivery of better services
- We are a **sustainable** organisation, financially, socially and environmentally

## **OCCUPATIONAL HEALTH AND SAFETY**

The position holder has a duty to take reasonable care for the health and safety of themselves and others in accordance with Occupational Health & Safety legislation.

## **QUALITY AND RISK MANAGEMENT**

The position holder has a responsibility to Identify continuous quality improvement opportunities; participate in the development of quality procedures and contribute to internal and external program reviews and audits as required.

The position holder will respond to risk management procedures to minimise any major areas of identified risk and to comply with Link HC OH&S Risk Management Plan.

## **POLICIES AND PROCEDURES**

The position holder will uphold and adhere to Link HC's Code of Conduct and policies and procedures.

## **QUALIFICATIONS AND EXPERIENCE REQUIRED**

### **Essential**

- Minimum Post-Graduate qualification in Counselling, Social Work, Family Therapy or equivalent.
- Minimum qualification in Level 1 NTV Men's Behaviour Change program with 10 observed group sessions.
- A current registration with an accredited professional body relevant to the position.
- Minimum 5 years' recent experience working in the community setting.
- Highly developed interpersonal, verbal and written communication skills.
- Sensitivity and understanding of working with the needs of diverse and CALD populations.
- Demonstrated knowledge of principles of confidentiality, client rights and responsibility and actively following professional requirements under the Privacy Act.
- Competency across a range of IT platforms including Microsoft software and client data management systems.

### **Desirable**

- Completion of Mental Health First Aid or ASSIST Training.
- Ability to speak a community language.
- Experience working with mandated clients.

### **Mandatory Requirements**

- Current National Police Check
- An International Police Check, if the position holder has worked overseas for a period of 12 months in the last 10 years
- Working with Children Check
- Australian Tertiary qualification (as determined) or documentation pertaining to an overseas tertiary qualification stating Australian equivalency
- Credentialing requirements
- Registration with a regulatory body or equivalent professional membership (as determined)
- Working rights within Australia
- Victorian Driver Licence
- A reliable vehicle
- Disclosure of any pre-existing injuries or disease that might prohibit your ability to fulfil the inherent requirements of the role

Approved:



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**Sheree Phillips**

**Acting General Manager – Health and Wellbeing**

I acknowledge and agree that the above position description is an accurate reflection of the Counsellor – Men’s Behaviour Change Program

Signed: .....

Employee

Name: .....

Date: .....

*Link HC is committed to living our organisations values and ensuring a safe environment for our staff, people using our services and people visiting our locations. We encourage individuals of diverse backgrounds including but not limited to those from the Aboriginal and Torres Strait Islander peoples, Culturally and Linguistically Diverse backgrounds and the LGBTIQ community to join our workforce. Link HC will adhere to Equal Employment Opportunity and Gender Equity principles. To this end, Link HC will not discriminate on the basis of age, sex, gender identity, sexual orientation, marital status, disability, physical features, Aboriginal and Torres Strait Islander status, cultural background, country of birth, religious beliefs, political beliefs, carer status, pregnancy or breastfeeding.*