

Position Description

Support & Safety Hub Practitioner

Award or EBA:	Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement 2013 - 2015 (the Agreement).
Classification/Grade:	Social Worker, Welfare Worker or Community Development Worker – Grade 2 (Depending on Qualifications) Year level Depending on Experience
Directorate:	Service Delivery
Reports to:	Support and Safety Hub Team Leader
Direct Reports:	N/A

Our vision is ensuring the health and wellbeing of our community.

Our values are:

Persistence	Integrity	Compassion	Respect	Responsiveness
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Role Description

This position contributes to the success of DPV Health by operating as a Support and Safety Hub Practitioner within the Family Violence Support team.

Support and Safety Hubs have been created as a recommendation from The Royal Commission into Family Violence and Roadmap for Reform in Victoria. The Hubs are designed to ensure that women and children are safe from harm and families can easily access the support and information they need. The Hub will provide services for women, children, young people and older people experiencing family violence, and families in need of support with the care, wellbeing and development of children and young people.

Key deliverables for this role is to provide respond to L17s Police Reports, asses risk, safety planning and check, and plan and implement high quality interventions for perpetrators.

The Hubs will deliver a fundamental change to the way we work with women, children and families, and men. The role of the Hubs is to provide:

- a more visible contact point so that people know where to go for specialist support
- Help for people to identify family violence and child wellbeing issues
- Advice based on contemporary risk assessment tools and guidance
- Specialist support and tailored advice for victims, families and children, and perpetrators
- Connection and coordination of access to support
- A system-wide view of service capacity, client experience and outcomes

Roles Key Accountabilities

Service Delivery

- Receive and process L17 referrals including risk assessment, safety planning and/or referral to relevant services

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- Respond to L17s Enhanced response meetings and complete necessary screening, consultation/background check and administration for further engagement and assessments
- Comply with agency, program and legislative requirements in relation to information sharing, data recording and data entry requirements
- Provide short term intervention response to perpetrators and advocate for Men's Behaviour Change attendance
- Work respectfully with perpetrators considering cultural and social influences that may present
- Work closely with other local Family Violence services based at the Support & Safety Hub & external including Victoria Police
- Active commitment to development of Hub integrated practices
- Contribute to quality, practice development and continuous improvement in response to Family Violence including perpetrator response/support.
- Attend and actively participate in relevant staff/team meetings both at Support & Safety Hub and DPV (if required)
- To meet, and strive to exceed, personal and workgroup targets for Key Performance Indicators as set from time to time by DPV and/or funding bodies in areas such as Safety, Efficiency and Effectiveness, amongst others.

Reporting, System and Analytics

- Actively use and promote the use of DPV Health systems such as TRAK, eCase, VHIMS, MyBookings, ESS, e3, Gemba, Trim and others

Financials, Budgets, Target, Funding

- Identify opportunities to enhance the financial sustainability the Family Violence Support Team
- Ensure that all financial transactions are undertaken in line with approved DVP Health policy and delegations
- Achieve targets/budgets for Family Violence Support Team

Culture, Engagement, Diversity – People Experience

- Demonstrates behaviours aligned with DPV Health Values and Code of Conduct
- Participate in regular supervision, annual work plans and annual performance reviews
- Actively participate in all required training, inductions and development
- Actively participate in and attend organisationally required meetings in a positive constructive manner. Offering balanced views and seeking solutions
- Actively supports and demonstrates inclusive behaviour with a zero tolerance for any bullying, harassment and inappropriate conduct

Health and Safety

- Take reasonable care to ensure no risk of harm to self and others in the workplace. This includes immediately reporting any incidents, near miss, hazards and injuries.
- Comply with relevant Occupational Health and Safety laws, standards, safe work practices, policies and procedures and attend all safety initiatives, improvements & training.

- Demonstrate safe work behaviours and conducting work in accordance with our safety management system.

Risk Management and Compliance – Quality and Accreditation

- Ensure documentation supports both quality and department standards
- Actively identify, monitor and manage areas of key risk and lead appropriate escalation and response
- Actively monitor and improve the quality and safety of their care and services
- Identify risks as they emerge and proactively address new and known risks
- Commitment to partnering with clients to facilitate effective engagement and participation

This position description contains the key roles and responsibilities and associated performance indicators for this position. The above list is not intended to be complete. Other tasks may be assigned from time to time to meet the needs of the organisation. Specific actions and objectives of this role will be outlined through the goal setting and review process.

DPV Health Requirements

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| • Current Victorian Drivers Licence | • Valid Working With Children Check |
| • Disability Worker Exclusion Check | • Satisfactory Policy Check |
| • Travel between sites is required | • |

Authority

The occupant of this position has authority as per the delegation manual.

Key Selection Criteria

Qualifications

- Mandatory: Tertiary qualification in Social Work, Psychology Human and/or Community Service
- Desirable: Graduate/Post Graduate qualifications in Men's Family Violence

Experience & Skills

- Substantial relevant experience in the Family Violence sector that demonstrates the Core Competencies, Attributes and Capabilities
- Experience in conducting comprehensive safety, risk and wellbeing assessments and working within the 'Best Interests Principles' as outlined within the Children, Youth and Families Act 2005
- Demonstrated ability working with individuals with complex needs and risk issues in Family Violence and any of the following service areas; Family Services, Child Protection, Housing, Disability, Mental Health and/or alcohol and Other Drugs
- Well-developed written and oral communication skills.
- Excellent time management skills
- Ability to liaise effectively with clients, community groups, other employees and external agencies
- Ability to negotiate and gain co-operation and support from others in a team environment

- Willingness to support team members and work as part of a cohesive team across Support & safety Hub and within DPV.
- Demonstrated ability to think broadly and holistically in relation to service interventions and responses
- Sound demonstrable knowledge of MS Outlook, MS Office (including Word, Excel, and PowerPoint) and Internet Explorer

Employee Acknowledgement

I, _____, acknowledge I have read and understood this position descriptions and the requirements of my role.

Signature _____ Date _____