

24 November 2022

Dear Applicant,

Therapeutic Specialist – ARISE Program (Wodonga or Shepparton)

Thank you for your interest in the above position with Junction Support Services. Enclosed, please find the Position Description and Reference Check documents that you will require in order to apply for this role.

The Position Description is an important document with regards to your application as it outlines the key objectives and responsibilities of the role, as well as the conditions of employment. This will help you to identify the skills and attributes Junction Support Services is seeking for this role.

The Position Description also contains information regarding how to apply, and a list of selection criteria. It is very important that you address each of the selection criteria points in your application to demonstrate your suitability for the role you are applying for.

For further information regarding your application, the position or the organisation, please do not hesitate to contact People & Culture Officer, Brittany Pearson on 02 6043 7400 or 0429 569 312.

Yours sincerely,

Brittany Pearson

Brittany Pearson
People & Culture Officer
Junction Support Services

Document Control

Program:	Families and Children's Specialist Services
Position Title:	Therapeutic Specialist – ARISE Program
Version No#:	01
Probationary Period:	6 months from commencement date
Location:	Junction Support Services Wodonga or Shepparton
Award:	Social, Community, Home Care and Disability Services Award 2010 (Victoria)
Classification:	Social and Community Services Employee Level 6, Paypoint 1-3 <i>(paypoint dependent upon qualifications and/or experience)</i>
Hours of Work:	Monday to Friday worked between 9:00am – 5:00pm at 60 hours per fortnight.
Position/s:	2 x positions available
Tenure:	Ongoing (subject to funding)
Reports To:	Families Team Manager
Prepared By:	Families & Children's Services Manager
Date Updated/Approved:	18/11/2022

Junction Support Services (Junction) is committed to social change and has been working to reduce poverty and homelessness in communities in North East Victoria since 1989.

The organisation is a not for profit community service organisation providing support to children, young people, single adults and families who are disadvantaged through poverty, homelessness, family violence, mental ill health, and drug and alcohol addiction.

Our Values

Everything we do is underpinned by our core values:

- Equity, Access & Diversity
- Innovation
- Collaboration

Our values are embedded in our organisation and form the basis of our strategic and business planning, recruitment processes, training and leadership development.



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We ensure our staff treat people as individuals and promote and encourage decision making and community involvement across our service areas.

Our employees proudly provide quality services to our clients in a flexible, honest, fair and confidential manner.

The ARISE model of care focuses on working collaboratively with care teams to deliver a holistic, coordinated response that meets the developmental, safety and therapeutic needs of young people who use family violence in the home, whilst ensuring targeted interventions are also in place for impacted family members. All interventions delivered through ARISE will promote the safety and wellbeing of young people and their carers whilst addressing trauma, and building capacity for emotional regulation through healthy attachment relationships. The intention is for the young person's developmental and therapeutic needs to be met whilst ensuring the safety of all members through improved family functioning and relationships. This program is delivered in partnership between Australian Childhood Foundation and Junction Support Services across the Ovens Murray and Goulburn region.

Within the program, the Therapeutic Specialist position is employed and managed by the agency to which they are employed. This role provides counselling and group programs to address the impacts of family violence for children, young people and their parents/carers. The role also has a clinical leadership focus with regard to the development and implementation of appropriate therapeutic support for children and young people within their particular care setting, and works closely with professionals and carers to develop trauma-informed therapeutic approaches to support children and young people recovering from family violence.

The primary objectives of the position are to provide:

- 1:1 therapeutic counselling individualised to address the developmental and trauma needs of the young person using violence;
- Dyadic counselling with adolescents and their significant adult (parent/carer) to address the impacts of violence existing within the dyadic and repair and restore the attachment relationship;
- Evidence-informed group work intervention programs, including post-intervention peer-support groups for young people as a stigma reduction strategy supporting their transition to sustainable outcomes;
- Family therapy informed by restorative processes, dyadic counselling with a focus on reparation of impacted relationships;
- Care coordination processes that engage care teams, the broader professional service system and the wider community around young people to support a holistic and consistent systemic response to young people that builds empathy within the system for young people who use family violence as a consequence of their own experiences of trauma.

Key Responsibilities:

1. Program Development, Implementation and Review

The Therapeutic Specialist will:

- Participate in program development, implementation and review of the program, working collaboratively to contribute to the successful development and implementation of the program at both regional and program levels.
- Be involved in the implementation and monitoring of quality assurance measures within the program, including the development of quality assurance and quality improvement frameworks for clinical service delivery.
- Establish and maintain positive relationships with partners and key stakeholders relevant to the program.
- In collaboration with partners and key stakeholders, contribute to the development and implementation of an evaluation, monitoring and review strategy for the program.
- Assist in identifying gaps or weaknesses in the program and assist in devising strategies to address these.

2. Therapeutic Work with Children and Young People

The Therapeutic Specialist will:

- Engage in intake procedures in accordance with organisational and program processes.
- Undertake continuous risk and safety assessment for young people in the context of their families/carers, including safety for all members.
- Undertake specialised assessments for children and young people referred into the program addressing both the trauma attachment and developmental dimensions in addition to other critical issues and developmental vulnerabilities.
- Provide specialist individual and dyadic therapeutic counselling to young people within the program who have used violence within the home, to promote their recovery from impacts of trauma they have experienced and address their use of violence within the family context.
- Engage in ongoing assessment/review of the therapeutic needs of children and young people.
- Build parent/carer trust to talk about the impact of trauma and family violence on the child, and provide ongoing support to parents/carers and the care team to consistently meet the needs of the child.
- Collaborate in the organisation, co-facilitation and follow-up of clients in high quality, evidence informed therapeutic group interventions that target the goals, needs and wishes of young people in the program and their families.
- Care coordination and planning for young people in the program, including liaison with existing therapeutic service providers and regular discussion of individual plans with the child and the parents/carers/care team.



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- Establish and lead multi-agency care teams of professionals working with young people to work collaboratively with other services to ensure a coordinated plan of planning and support is in place for children and families with a focus on safety and recovery.
- Provide services that are culturally safe and strong and inclusive of people who identify as LGBTQI and people with disabilities.
- Deliver high quality, evidence informed therapeutic counselling interventions that target the goals, needs and wishes of children and families.
- Actively support young peoples' transitions from *ARISE* into formal and informal community services and groups or programs that will support their ongoing needs post intervention.

3. Specialist Therapeutic Support/Advice/Advocacy

The Therapeutic Specialist will:

- Use a trauma-informed approach to provide secondary consultation concerning the needs of young people referred to the program to members of each young person's care team, network and others involved in the child's life as appropriate.
- Work in partnership with the child protection service, police and other relevant organisations to ensure a coordinated, effective and timely response to young people, carers and families of origin.
- Support capacity building across organisations working with young people and their families/carers.
- Promote the rights of children and young people to safety and security at an individual case practice level.
- Contribute to the ongoing review of public policies and practices that affect children and young people.
- Participate, engage and support the research activities of the organisation.
- Keep abreast of relevant theoretical, legislative and policy development.

4. Contributing to Effective Team Work

The Therapeutic Specialist will:

- Contribute to the development and maintenance of a positive organisational culture across the program and organisation.
- Actively participate in all functions of the partnership including Operational meetings Reflective space and other organizational requirements as appropriate.
- Contribute to a safe working environment for all organisational staff, supported by relevant policies, procedures and resources.
- Support the implementation of best practice policies, systems and procedures which ensure compliance with relevant legislation and other requirements.
- Support the implementation of the Quality Management System.
- Undertake and complete regular reporting as required.



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The Organisation:

- Implement Junction Support Services' aims and objectives through competent work practices.
- Comply with Junction Support Services' policies and procedures; funding guidelines; and legislative requirements.
- Adhere to established protocols that exist between Junction Support Services and other service providers.
- Follow Occupational Health and Safety standards, guidelines and practices. Participate in the identification of potential and actual hazards and managing risks.
- Take responsibility for input into the day-to-day operations of the organisation, as well as policy development.
- Maintain the organisation's ideological framework of a strength-based work practice.
- Practice within the relevant Codes of Ethics – internal and external to the organisation.
- Contribute to team building principles.
- Actively participate in supervision.
- Individually contribute to the effective communications within the organisation.

Administration:

- Undertake and maintain administrative requirements of the program including confidential client records, data collection processes, and action research information.
- Document activities and programs developed, and evaluations undertaken.
- Participate in program meetings and training, organisation workshops and meetings, and other meetings as appropriate.
- Meet all program documentation standards and requirements and contribute to the development of the organisation's policies and practice guidelines.
- Develop relevant program documentation in consultation with the Senior Management.

Performance Development:

- Actively participate in JSS' Performance Development Framework (PDF) as per JSS' Performance Development Policy.



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- Participate in own training and professional development as identified through the PDF.
- Ensure 100% compliance with all aspects of the PDF.

Other:

- Attend and participate in network meetings and other meetings as directed by the Families and Children's Specialist Services Manager.
- Other duties as required by the organisation.

Organisational context/Relationship:

The Therapeutic Specialist reports directly to the Families Team Manager, within the Families and Children's Specialist Services team.

Internal Liaison:

- CEO
- Chief Operations Officer
- General Manager – Client Services
- Families and Children's Specialist Services Manager
- Families Program Manager
- Children's Services Team Manager
- Children's Counsellors
- Adult Counsellors
- Children's Resource Coordinator
- Children's Specialist Workers
- Residential Care Workers
- Case Managers
- Other staff members and service users

External Liaison:

- Local, State & Federal Government Departments
- Education Providers
- Australian Childhood Foundation
- Community Service Organisations
- Community Groups
- Statutory Authorities
- Health Providers
- General Public

Mandatory qualifications, experience and qualities:

- An appropriate tertiary qualification in Psychology, Social Work or a related discipline.
- Demonstrated ability to provide leadership and direct service in the clinical assessment and treatment of children, young people and families.
- Highly developed ability to provide secondary consultation and advice to clinicians and other professionals.
- Demonstrated capacity to lead and manage in an area of challenging and complex practice.
- Demonstrated knowledge of trauma, attachment and neurobiology frameworks and theories.
- Substantial experience in the area of child abuse and/or in working with traumatised children.
- Demonstrated commitment to working collaboratively and the capacity to negotiate and liaise with volunteers, including carers, DFFH, other agencies and the community.
- A sophisticated understanding of the complexity of the service system and the issues involved in providing services to statutory clients.
- A current driver's licence or equivalent.
- A current Working with Children Check or equivalent

Preferred skills and attributes:

- Post Graduate qualification or additional training in relevant child, adolescent and family clinical practice.
- Demonstrated ability to provide therapeutic leadership and guidance to a range of professionals and members of the child's network.
- Demonstrated capacity to communicate effectively and positively within a team environment.
- A well-developed ability to assist others to understand the implications of Trauma and Attachment theories and their relationship to child abuse.
- Knowledge of and expertise in delivering a range of appropriate therapeutic interventions to the client group.
- Demonstrated commitment to a learning culture and continuous improvement, and experience reporting within the Australian Council of Healthcare Standards would be an advantage.
- Capacity to articulate and relate theory to practice in a training environment.
- Ability to understand and manage the complexities inherent in working in a home-based care setting, including flexibility in meeting the needs of carers and the care team.
- Extensive knowledge of family violence and child protection and relevant legislation including MARAM.
- Understanding of child advocacy and related areas.
- Experience in program development, monitoring and evaluation.
- Personal values consistent with the values of the organisation.



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Selection Criteria:

1. A relevant tertiary qualification such as Social Work, Psychology, Social Science, or Counselling and relevant experience to this role.
2. An understanding of the developmental needs of children and young people, with an ability to apply this knowledge effectively when providing therapeutic support
3. Demonstrated knowledge of trauma, attachment and neurobiology frameworks and theories.
4. Extensive knowledge of family violence and child protection and relevant legislation including MARAM.
5. Highly developed communication skills and demonstrated ability to engage a range of people accessing the service.

Benefits:

- 5 weeks annual leave per annum.
- 17.5% leave loading on 4 of the 5 weeks annual leave per annum.
- Generous salary sacrificing available with a wide range of options.
- Annual wage increases (in accordance with Fair Work adjustment or CPI).
- 50 hours or \$500 per annum (whichever occurs first) to contribute to relevant non-mandatory and professional development training costs.
- The support of regular supervision.
- Access to Professional/Clinical Debriefing for critical incidents experienced in relation to work.
- Ability to take all personal leave days as careers leave.
- The potential to take leave without pay and unpaid careers leave.
- 4 weeks paid maternity leave or 1 week paid paternity leave.
- Reimbursement for HEP A/B and flu vaccinations.
- A supportive environment that includes comprehensive induction and assistance with professional development.
- Access to agency vehicles for all work related travel.

Conditions of Employment:

This position is full time, fixed term and to be worked at 60 hours per fortnight. The service is operational between the hours of Monday to Friday – 9:00am to 5:00pm. The position will require some work to be undertaken outside of normal working hours. There is no paid overtime, but any additional hours worked will be accrued as Time in Lieu.

The salary for this position is classified under the Social and Community Services (Victoria) Award 2000 as Social Worker level 6, Paypoint 1-3. The year selected as the commencement level of salary will depend upon qualifications and proven relevant experience and includes the option of salary sacrificing. The terms and conditions of employment are in accordance with Junction Support Services' Enterprise Agreement.

A maximum accrual of ten (10) hours time in lieu applies at any one time and is to be taken within one month of its accrual. No more than four (4) weeks annual leave is to be accrued without manager's approval.

Employer superannuation contributions will be paid to Health Employees Superannuation Trust Australia (HESTA) and in accordance with the Superannuation Guarantee Charge Act.

The successful applicant will be required to satisfactorily meet pre-employment checks, including: at least two (2) professional referees, a criminal records check, Victorian Working with Children Check, and proof of qualifications.

The successful applicant will initially be engaged for a probationary period of six (6) months. A probationary review before six (6) months will be undertaken. Organisational vehicles are available for authorised use and are to be used at all times for work-related purposes in accordance with the organisation's Motor Vehicle Policy. For this reason, it is a requirement that all employees hold a current driver's licence whilst employed with the agency.

In the event of an internal application, accrued leave entitlements will be carried over.

Application Procedure:

Junction Support Services does not bind itself to make any appointment whatsoever from applications received.

Applications must include:

- a covering letter;
- statements addressing each of the selection criteria points (found above);
- resume/CV detailing employment history and experience;
- a completed Reference Checks form (within this employment pack) providing the names and contact numbers of three professional referees (include current employer/supervisor) who can provide comment on work performance.

Applications must be received by **10.00am Thursday 8 December 2022** and emailed to:

recruitment@junction.org.au

Alternatively, sent to:

Brittany Pearson
People & Culture Officer
Junction Support Services
PO Box 1490
Wodonga VIC 3689

For further information regarding details about the position, please contact Families & Children's Specialist Services Manager, Tahlia McCulloch on 02 6043 7400.

Applicants invited to attend an interview must bring to the interview their original certificate as proof of qualification.

Junction Support Services is an equal employment opportunity employer.

**Declaration of Current and Ongoing Capacity
(To be completed by successful applicant only)**

I have read and understood this Position Description and in signing this document agree that I am capable of fulfilling all of the requirements of the position as described both in writing in this document, along with any verbal explanations in terms of:

- a) The knowledge, skills and attitudes required; and
- b) My physical and psychological capacity to undertake the work.

I understand and accept that I must also comply with JSS' policies and procedures.

Additionally, I agree to notify Junction Support Services of **any change** in my capacity to meet the requirements as outlined in this Position Description, including any changes in the status of my driver's licence and/or my ability to meet legislative requirements such as the Working With Children Check and police check.

Signed:

Witnessed:

Date:

Junction Support Services is a child safe organisation and is proud to be an equal opportunity employer.



Reference Checks

I, <name>....., consent to any reference checks that may be necessary to support this application.

Please give the names and telephone numbers and of three professional referees whom we can approach for references. These people will need to be able to adequately comment on the specifics of your work performance. Ideally this would be a current supervisor or direct manager, and therefore no personal referees should be supplied. Please note the third referee is required to ensure our recruitment process remains efficient and therefore, they may not be contacted.

Referees

1. Name: Phone Number:
Organisation:
Relationship:
(eg, supervisor, manager, lecturer)

2. Name: Phone Number:
Organisation:
Relationship:

3. Name: Phone Number:
Organisation:
Relationship:

I confirm the above referees have consented to act as a referee on my behalf and have given me permission to release their contact details to Junction Support Services for the purpose of this application. I understand that failure to gain the consent of the persons listed above to act as referees and provide their contact details may result in Junction Support Services not considering me for employment.

I further understand that only information which may assist me gain employment or assess my suitability for employment will be sought from the referees, and that such information will be handled in accordance with Junction Support Services' Privacy Policy, including the provision of access to that information.

I understand that any false or misleading information given in this application may render my employment, if I am appointed, liable to termination. I declare that to the best of my knowledge, the above information and that submitted in any accompanying documents is correct.

Applicant's Signature: Date:

Note: This completed form must be attached to your application.