

POSITION TITLE:	Family Violence Practitioner
POSITION NUMBER:	CS051
POSITION LOCATION:	Warrnambool
CLASSIFICATION:	SCHADS Level 5 (PayPoint will be dependent on qualification and years of experience within the relevant field consistent with the SCHADS Award)
TEAM /DIVISION:	Family Violence Programs – Family and Individual Support Services Division
EMPLOYMENT CHECKS:	Current National Police Check, Working with Children Check and NDIS Worker Screening Check

OUR ORGANISATION

Brophy Family and Youth Services (Brophy) is a not for profit organisation, with a community based Board of Directors. Our service provides a wide range of family, youth and children services across South West Victoria. We are a multi – site organisation, and employees may be required to work at any of our sites. These sites are based in Warrnambool, Portland and Hamilton.

Brophy values the safety of all children and young people and has zero tolerance for any form of child abuse or harm. We listen to and ensure the participation and empowerment of all children and young people.

The cultural safety of First Nations people is important to us. We seek to maintain a safe environment so the diverse and unique identities of First Nations people are respected and valued. At Brophy young people will be supported to express their culture and enjoy their cultural rights. Brophy has a zero tolerance of racism and has an expectation that staff and volunteers will act on incidents of racism.

Brophy actively values and promotes diversity in our community and affirms our commitment to be inclusive and respectful to all, regardless of gender, age, race, sex, sexual orientation, religion, level of ability, cultural or language background.

We welcome people who are LGBTIQA+ (lesbian, gay, bisexual, transgender, gender diverse, intersex, queer, plus other sexual minority identities), and are accredited under the Rainbow Tick Standards for LGBTIQA+ inclusive practice.

Our values are: Social justice, Professionalism, Empowerment, Responsiveness and Partnership.

DIVISION AND PROGRAM OVERVIEW

The Family & Individual Support Services Division incorporates the following programs: Integrated Family Services, Family Violence Programs, Housing Support and Linkages and the Orange Door. These four teams deliver more than 25 programs to a diverse range of people in our community.

The Division's purpose is to build the capacity of vulnerable families and individuals to enable them to self-manage and be the best they can be. A number of key frameworks and models are used by the division's enthusiastic and skilled staff to achieve this purpose. These include but are not limited to: Best Interest Framework, Gender and Trauma Informed practice, Duluth Curriculum of Men's Behaviour Change Program, Safe and Together Principles, Shark Cage, Strengths-Based Approach, Motivational Interviewing and task-focussed interventions.

PRIMARY PURPOSE OF ROLE

The Family Violence Practitioner's role will work flexibly across a suite of programs as directed by their Line Manager. These include but are not limited to; Men's Behaviour Change Program, Men's Case Management, Post Participation, Caring Dads, Family Violence Women and Children's Counselling and Support Program, HEART, Family Safety & Mother Contact, and the ARISE program.

Family violence practitioners may also be required to co-facilitate the Men's Behaviour Change Program, Caring Dads Programs, the Shark Cage Program, and other group-based programs as required.

The role requires the ability to make sound assessments and decisions, in some instances in crisis or stressful situations, whilst maintaining confidential and professional boundaries. The role is required to work autonomously and as part of a team, maintain accurate records, and to actively participate in and contribute to program service planning, along with all annual improvement activities to achieve organisational outcomes.

The position is required to establish appropriate community contacts, develop and maintain professional working relationships with a broad range of stakeholders and funding partners in the provision of services to achieve improved outcomes for clients.

ORGANISATIONAL RESPONSIBILITIES AND ACCOUNTABILITIES

The family violence practitioner will be required to establish appropriate community contacts, developing and maintaining working relationships with a broad range of stakeholders in the provision of the program to achieve improved outcomes for individuals and families. The Family Violence Programs offer family violence services to men, women, and children.

REPORTS TO

The position reports to and is supervised by the Team Leader – Family Violence Programs.

KEY RESPONSIBILITIES

Personal and Professional

- Embrace Brophy's commitment to child safety and wellbeing and demonstrate this through practice that reflects equity and inclusion, cultural safety, and ensuring the safety and wellbeing of all children and young people.

- Provide mentoring, support and consultation to program staff in relation to specific Family Violence areas as per role.
- Participate in the Performance Management process as required.
- Demonstrate a commitment to ongoing skill development and training relevant to the role both personally and professionally.
- Assist leadership during crisis and stressful incidents.
- In conjunction with the Line Manager, ensure compliance with the relevant program Service Standards and target requirements.
- Participate in supervision, secondary consultation within scope of practice, and professional development as negotiated with Line Manager.
- Participate actively in team meetings, team planning days, and agency activities to ensure an integrated approach to service delivery.
- Participate in all core training to ensure integrity of the agreed model of service delivery.

Technical Skills

- Provide group facilitation to Men's Behaviour Change, Caring Dads and Shark Cage etc. as required.
- Work with men to become better partners and fathers.
- Undertake counselling and group work utilising the primary theories and frameworks that are recognised as appropriate and effective in working with women and children.
- Effectively undertake regular and ongoing risk and safety assessments of men, women, and children.
- Undertake Family Safety and Mother Contact work around risk and safety issues for women and children where required.
- Effectively use the MARAM framework and information sharing legislation.
- Provide high-quality individual assessments of clients across programs.
- Participate in daily and weekly internal and external family violence meetings to ensure a high standard of clinical governance is maintained.
- Provide information to staff of Brophy regarding issues for clients impacted by family violence.
- Maintain data systems and manage own administration.
- Assist the Line Manager to effectively administer the programs services in accordance with program service plans, service agreements and funding body requirements.
- Act as Line Manager as required.
- Ensure compliance with legislation, standards, policies, practices and procedures relevant to the program area.
- Ensure a professional standard of care and service provision according to the philosophy of Brophy Family and Youth Services.

Customer Service

- Promote the program's services and the Agency throughout the region.
- Develop and maintain effective working relationships with a broad range of stakeholders, partners and services, across a variety of sectors to ensure an integrated and collaborative approach that supports positive client outcomes.
- Demonstrate an awareness and practice in response to the diverse needs of clients.
- Demonstrate an understanding of rural communities and the issues they face.

Continuous Quality Improvement

- Seek regular consumer feedback regarding the effectiveness of the programs services as part of Brophy's Clinical Governance Framework.
- Participate in program evaluation activities that promote advantaged thinking and contribute to improved outcomes for clients.

- Participate in and contribute to Brophy's quality improvement processes and other activities to meet service and accreditation standards.

Team Work and Communication

- Support the Line Manager to promote the development of a learning culture within the program team that fosters and drives improved client outcomes.
- Participate in and at times facilitate daily and weekly team meetings and team planning days.
- Lead in ways which capture, communicate and share innovative ideas and practices.
- Model appropriate behaviours to all workers across the Agency.
- Develop, support and maintain a positive team approach across the program area, Agency and with other service providers and partners.
- Manage conflict and disputes in a professional manner and in accordance with Brophy's policies and procedures.
- Promote effective team communication and development by working professionally and co-operatively with all stakeholders to achieve the Agency's objectives.
- Undertake other appropriate duties as directed by the Line Manager.

Administration and Documentation

- Ensure best practice and professional standards for all written and verbal correspondence.
- Take responsibility for accurate, confidential and timely case-noting, record keeping, filing and general maintenance of client information, in accordance with relevant program and agency requirements and standards.
- Ensure all relevant program planning, documentation; evaluation and reporting are completed in a timely and accurate manner.
- Ensure all relevant policies and procedures are implemented and adhered to, including the complaints handling procedures and methods for responding to critical incidents.

GENERAL RESPONSIBILITIES

- Adhere to Brophy's Employee Code of Conduct, and internal policies and procedures.
- Embrace and abide by Brophy's Child Safety and Wellbeing Policy.
- Actively participate in all required supervision, annual performance management process, professional development and training activities.
- Participate in and contribute to Brophy Family and Youth Services quality improvement process and other activities to meet service and accreditation standards.
- Participate and contribute to the culture of a Learning Organisation environment.
- Maintain a healthy and safe work environment including supporting the monitoring and management of risk and WHS systems.
- Participate in the development of consumer's participation activities within your program and Brophy.
- Act on any incidents of racism or discrimination.
- Demonstrate and commit to Brophy's organisational values and model these daily.

This position description describes in general terms the requirements for this position to operate on a normal day to day basis. However, these duties maybe amended or varied from time to time, within the normal capacity of the role without changing the level of responsibility

KEY SELECTION CRITERIA

Qualifications:

- A minimum qualification of a sector recognised and accredited Bachelor of Social Work or equivalent in line with the mandatory minimum qualifications (Rec 209) (see [Mandatory minimum qualifications | Safe and Equal](#)).
- A Graduate Certificate in Family Violence, or equivalent NTV-recognised credentials, is preferred or willingness to complete this qualification is supported.
- A current Drivers Licence.

Experience, Skills and Abilities

The successful candidate will have the best combination of the following characteristics:

- Demonstrated understanding of the gendered nature of family violence.
- Demonstrated understanding of and commitment to the theoretical frameworks underpinning of family violence including gender, feminist analysis, human rights and social justice.
- Demonstrated commitment to adhering to all relevant workplace policies and procedures, as well as relevant legislation.
- Demonstrated understanding of the impact of trauma on women and children.
- Understanding the needs of children who have experienced family violence and complex trauma.
- Demonstrated ability to provide clinical assessment, intervention and treatment to women and children who have or are experiencing family violence and to male perpetrators of family violence.
- Demonstrated capacity to work in an area of challenging and complex practice.
- A thorough understanding of the Family Violence Service System.
- Demonstrated knowledge and understanding of appropriate legislation relevant to the role, case management practice, and the ability to adhere to policy and procedures.
- Excellent communication and interpersonal skills including the ability to demonstrate experience in liaising with a diverse range of clients.
- Ability to maintain positive, effective working relationships with colleagues, peers, and relevant stakeholders in a wide range of government, business and community organisations.
- Ability to use Microsoft office suite of products, along with experience in electronic databases and case file noting.

AUTHORISED BY

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 POSITION: Executive Manager – Family & Individual Support Services
 DATE: November 2025