

Position:	Central Grampians and Wimmera Family Violence Regional Integration Coordinator
Program:	Family Violence Regional Service Integration (Department of Human Services)
Team:	Housing and Family Violence (HFV)
Based:	Horsham, Ararat or Stawell
Responsible To:	HFV Team Manager and Direct Care Programs Manager and through them to the CEO
Classification:	Community Development Worker Class 3 Level 1 (\$27.11 per hour) to Level 3 (\$28.58 per hour)
Tenure:	Subject to the signing of an Employment Schedule All positions are subject to a three month probationary period with a review being conducted before employment is confirmed. The period of employment is subject to ongoing funding & satisfactory work performance
Hours:	22.5 hours per week (0.6 EFT) or as negotiated
Date:	July 2010

GRAMPIANS COMMUNITY HEALTH - PREAMBLE:

Grampians Community Health (GCH) formerly Grampians Community Health Centre Inc, has operated since 1986 and provides a multi-disciplinary approach to psychosocial health in line with a Social Model of Health philosophy including the social determinants of health as stated in the Ottawa Charter. GCH is embedded in and operates from a number of sites servicing primarily the local government areas of Northern Grampians Shire, Rural City of Ararat, Pyrenees Shire and Horsham Rural City.

Balgartnie joined GCH in 1996 as a Psychiatric Support Service – it has since broadened its role to encompass rehabilitation and sub regional outreach.

Palm Lodge joined GCH in 2002. Palm Lodge has been in existence since 1976, first as a residential rehabilitation unit for people with a substance abuse problem and more recently as a counselling & health promotion unit for substance abuse, family violence & housing support and gambling problems.

Nexus joined GCH in November 2005. Nexus developed in Horsham to meet a need young people had expressed in 1999 after the closure of another youth project, Banjo's. It now provides an opportunity for young people in and around the Wimmera to participate in the development of services and recreational activities in a supportive, safe & innovative environment.

In May 2009 GCHC became Grampians Community Health – a company limited by guarantee.

Staff at the Centre work in many areas including: Drug & Alcohol Counselling & Withdrawal services, Social Work, Community Nursing, Community Psychiatric, Youth Work, Supported Accommodation, Family Violence, Community Development, Health Promotion and Education, Palliative Care and complex service delivery for Senior Adults, people with disabilities and their carer's.

Vision Statement

“Vibrant & Healthy Communities”

GCH, in collaboration with the communities we serve, will provide excellence & leadership in the development & delivery of primary health care & community services. GCH will facilitate the achievement of healthy living for all throughout the Grampians/Wimmera

Philosophy Base

GCH's Philosophy is grounded in the Ottawa Charter for Health Promotion (WHO 1986), the Jakarta Convention (WHO 1996) and the Health Development Paradigm now better known as the Social Model of Health, and more recently the Victorian Charter of Human rights and Responsibilities.

The process of information, skill development, empowerment, community collaborative ventures, resilience and self-responsibility embedded in a caring framework of non-judgemental acceptance of diversity underpins the GCH approach to both its staff & clients.

Management philosophy is loosely based around the Deming Management Philosophy, Social Model of Health for staff, Total Quality Improvement and Facilitatory Management

Background to this Position

In 2005/06 the State Government undertook a reform of Family Violence Services across the state resulting in a redeveloped service system with an emphasis on integration of services providing expanded choices for an immediate response to incidents both during the day and after hours, increased counseling and support for women and children, behaviour change programs for men and housing options. The reforms prioritise:

- increased safety for women and children
- improved accountability for those who use violence
- womens' right to have control and agency over their lives and future
- increased recognition and greater coordination of services in responding to the independent rights and needs of the child, including with respect to appropriate cultural frameworks

The position of Family Violence Regional Integration Coordinator is pivotal to the ongoing development and monitoring of a high quality family violence services system.

GCH is in partnership with a number of agencies in the Grampians region to deliver Integrated Family Violence Services, as part of the Grampians Region Integrated Family Violence Committee (GRIFVC). Two Grampians Family Violence Regional Integration Coordinators (GFVRICs) support this Committee. One, auspiced by Child and Family Services (CAFS), is based in Ballarat, covering the Central Highlands and the other, auspiced by GCH, covers the Central Grampians/Wimmera. The Integrated Family Violence Schools Project has emerged as a stand alone project, providing professional development and community education around family violence to schools across the Wimmera/Central Grampians.

For further information refer to <http://www.cyf.vic.gov.au/integrated-family-violence/guidelines>

Key Aims & Objectives of this Position:

The GFVRICs are guided in their work by the Grampians Family Violence Committee Strategic Plan 2009/10. The principles underpinning this Plan are documented in *Reforming the family violence system in Victoria: Report of the Statewide Steering Committee to Reduce Family Violence (2005)*. The Plan has four key priorities which are the basis of the GFVRICs workplans:

- 1) To ensure continuous improvement in service delivery
- 2) To consult and work with indigenous communities and be open to direction and advice by indigenous representative groups
- 3) To continue to integrate family violence services with particular interest groups including Child Protection, Child First, Department of Education and Early Childhood Development, Victoria Police, Centres Against Sexual Assault, courts and justice system, health services, local councils, mental health services, Primary Care Partnerships, CALD, disability and same sex support services.
- 4) Community Education and Prevention Strategies targeted to all regional communities

Specific Tasks and Responsibilities

(Many of these in collaboration with Central Highlands FVRIC)

- Support the Regional Family Violence Committee through arranging and attending meetings, providing written reports, tabling issues and providing supporting material and information to partners
- Contribute to the monitoring and review of the family violence reform processes at regional and statewide levels through attendance at relevant meetings and forums
- Undertake strategic planning and coordination, including the review of the Grampians annual strategic plan and facilitating the writing and review of protocols between agencies to communicate effectively and establish clear referral processes
- Identify barriers to service access and develop strategies to address these barriers
- Identify and document successful local integrated service models
- Participate in capacity building projects with GRIFVC partners and other key regional services to enhance service coordination and communication
- Coordinate and resource community education programs, regional forums and community activities and produce and disseminate local information products
- Resource and support the Family Violence Prevention Networks in Wimmera and Central Grampians regions.
- Liaise closely with and support the work of the Integrated Family Violence Schools Project Worker. (IFVSPW)
- Collect and analyse data for the purpose of service improvement and planning.

General Tasks and responsibilities

- Ensure client and staff confidentiality is respected and upheld
- Participate in health promotion activities where required and where relevant to the project
- Represent and promote GCH appropriately
- Attend meetings as required
- Participate in regular supervision and professional development as recommended
- Be aware of and perform all duties in accordance with GCH stated policies and procedures

Key Selection Criteria

1. Highly developed interpersonal consultation, negotiation and communication skills with an ability to engage and develop collaborative working relationships with all relevant stakeholders
2. Demonstrated ability to articulate an understanding of family violence understanding and knowledge of the Victorian family violence service system
3. Demonstrated ability to undertake and implement strategic planning processes
4. Demonstrated ability to work across a variety of service sectors, including welfare, education, legal, health etc
5. Highly developed written communication skills and the ability to prepare written materials and reports to an appropriate standard within specified timelines
6. Highly developed problem solving skills and professionalism
7. Well developed computer skills
8. Experience with working in a collaborative environment and multi-disciplinary teams
9. Current Victorian Driver's License

Qualifications & Experience:

Tertiary qualification in welfare, social science or related field is preferred.
Experience and sound knowledge of the Health and Welfare sector

Other Conditions:

1. No overtime allowance is made for this position. Time in lieu of time worked will be available but must be taken at a mutually agreed time with direct line management & may not be accrued to more than **15hrs/fortnight pro rata of employed hours**. Time in lieu should be used for exceptional circumstances instead of becoming a regular practice. It is expected that no more than 15hrs of TIL will be carried forward from one pay period to the next.
2. The organisation's cars can be used for work related activities, depending on availability. Use of own car will be reimbursed at the modified RACV mileage rate. **Note:** The use of a private vehicle to travel in excess of 40km return needs to be approved in advance by the Program Manager, Resources Manager or the CEO
3. Ensure knowledge of current GCH Occupational Health & Safety policies as they relate to this sphere of work. OH&S is a shared responsibility at GCH.
4. Annual Leave & Sick Leave will be payable on a pro rata basis.
5. GCH understands that "normal working hours" are between 8am - 6pm Monday to Friday. Appointments & programs may, at times, be run outside these hours & other work may happen from time to time outside these hours too - but for OHS reasons are subject to the signing of the "Out of Hours" book.
6. Superannuation contributions will be paid by Grampians Community Health in line with the Superannuation Guarantee Act
7. A National Police Check & Working with Children Check (if required) will be carried out at the Centre's expense prior to commencement of employment.
8. Grampians Community Health is an Equal Opportunity Employer and a smoke free workplace.

Signed: _____
Employee

Date: ____/____/____

Signed: _____
Program Manager

Date: ____/____/____

Signed: _____
Chief Executive Officer

Date: ____/____/____

Additional Information to Applicants

- **Key selection criteria must be specifically addressed in your application**
- Applications should include clear details of work experience and qualifications
- Applications should include references and the name, address and daytime telephone number of two work- related referees
- For further information on Grampians Community Health please refer to the website www.grampianscommunityhealth.org.au

Applications must reach the address below by

5pm Friday 30th July 2010

Late applications will not be considered.

Applicants should include day and evening telephone contact numbers so that we can readily arrange interview times if necessary

If you are emailing your application, you will be sent an email confirmation of receipt of your application. If you do not receive this, please contact reception to confirm that your application has been received.

Please ensure a signed Privacy Statement is returned with your application – this document can be downloaded from the website www.grampianscommunityhealth.org.au

Successful applicants would be required to undergo a police check

Address applications to:

“CONFIDENTIAL”

Jill Miller

CEO

Grampians Community Health

8-22 Patrick Street

STAWELL Vic 3380

Ph: **5358 7400** Fax: **5358 4113**

email: gch@grampianscommunityhealth.org.au