

POSITION DESCRIPTION

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| Position Title: | Men's Family Violence Counsellor |
| Business Unit/Department: | Counselling & Family Violence |
| Directorate: | Integrated Community Health Services |
| Award/Agreement: | Allied Health Professionals (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement; Medical Scientists, Pharmacists & Psychologists (Victorian Public Sector) (Single Interest Employers) Enterprise Agreement |
| Classification: | <u>Allied Health Professional:</u> <i>Social Worker:</i> Grade 2 – Year 1 to Year 4 (SC21 to SC24); <i>Community Development Worker:</i> Class 2A – Year 1 to Year 11 (XV10 to ON14); <u>Psychologists:</u> <i>Psychologist:</i> Grade 2 – Year 1 to Year 4 (PK1 to PK4) |
| Reports To: | Manager Counselling and Family Violence via Senior Clinician Men's Family Violence Team |
| Direct Reports: | N/A |
| Location: | Melton, with some occasional work at Footscray dependent on operational needs |
| Date Prepared/Updated: | 8 December 2025 |

Position Purpose

To provide co-facilitation in the Men's Behaviour Change Program (MBCP) and provide Case Management to eligible adult male perpetrators of family violence. These programs are provided to eligible men within the Western Metropolitan Melbourne and Brimbank Melton areas. Men's Family Violence Counsellors may also conduct eligibility assessments for entry into these programs, as well as Family Safety Advocacy (FSA) work where possible as part of their roles.

MBCPs in Victoria are designed to support men who are engaging in violent and abusive and/or controlling behaviour towards family members to change that behaviour. This change work is done in a group program where education, support and strategies are provided, as well as information and referrals for other supports as required. These programs are co-facilitated and it is a preference that one of the facilitators be a male and the other be a female (Men's Behaviour Change Minimum Standards, Family Safety Victoria [FSV], 2017).

MBCPs are funded through the Department of Families Fairness and Housing (DFFH) and are subject to accreditation through the DFFH Services Standards. The program adheres to the Men's Behaviour Change Minimum Standards (FSV, 2017), and the No to Violence (NTV) Implementation Guide: Men's Behaviour Change Minimum Standards (NTV, 2018). NTV is the peak body for MBCPs in Victoria and New South Wales.

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Co-facilitation pairings for MBCP will be determined based on operational requirements and program sustainability. The role requires flexibility in working with a range of facilitators across the team to ensure compliance with Minimum Standards and service continuity.

The Perpetrator Case Management Program in Victoria is designed to support men who are engaging in violent abusive and/or controlling behaviour towards family members to change that behaviour. Case Management offers an opportunity to tailor responses to individual perpetrators and address complex needs such as substance abuse, mental health, physical health and homelessness in order to increase the safety of victim survivors.

Family members of men engaging in MBCP or Case Management are also supported with information, support and referral to relevant programs via the FSA program. This work is primarily undertaken by the Family Safety Contact Practitioner within the team. Staff doing MBCP and Case Management work cannot undertake FSA duties for those family members of the men that they are already working with, but they can perform the FSA role with family members of men who they are not directly working with.

The primary work location for this role is Melton. The position may also require occasional work from Footscray, depending on operational needs.

Business Unit Overview

Integrated Community Health Services Directorate

The Men's Family Violence team sits within the Integrated Community Health Services Directorate. The Directorate focuses on delivering high quality care to people residing in the City of Melton and Moorabool Shire across a variety of clinical settings. Services are provided across acute (medical surgical and maternity unit), outpatient services (Paediatric and Adult), outpatient rehabilitation, community health settings (Paediatric and Adult), residential care services and support services including Intake for Bacchus Marsh, Melton and Caroline Springs campuses.

The Integrated Community Health Services Directorate has a strong focus on multidisciplinary care with services being provided in both an individual format and group based interventions. Staff model the Western Health values of Compassion, Accountability, Respect, Excellence, and Safety (CARES) to deliver a holistic approach to care for residents within the local community.

The City of Melton and Moorabool Shire are amongst the top 10 fastest growing local government areas within Victoria, with population growth expected to increase by ~ 140% by 2051. Significant growth and service development is expected within the next 10 years in response to local population growth and increased demand on local health services.

Key Responsibilities

- Provide high quality, ethical and professional individual case management and group programs to eligible men, and where applicable, FSA assessment and support to affected family members of men in the programs.
- Conduct eligibility assessments for MBCP and Case Management.
- Ensure compliance with the expected standards of performance in the role as designated by the relevant professional industry standards and guidelines
- Work collaboratively with other services as designated by the relevant professional industry standards and guidelines, and comply with the relevant legislative requirements in Victoria for Family Violence Information Sharing Entities as defined.
- Maintain quality files and the integrity of client case information via the required client referral, information and management systems designated by the Victorian DFFH for Case Management and MBCP.
- Provide accurate, timely and relevant data input to the client data management systems designated by the Victorian DFFH for Case Management and MBCP.
- Contribute to and maintain the integrity of Western Health case allocation and management processes.

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- Function as a member of the multi-disciplinary team to provide a consistently high standard of clinical care to clients.
- Work flexibly within varied co-facilitation pairings as determined by service need.
- Contribute to the development and strengthening of team facilitation capacity through collaborative practice and reflective engagement with colleagues.
- Support the maintenance of program fidelity by modelling best practice group facilitation within a co-facilitation framework.
- Work with other employees, departments, services and consumers to develop, implement and evaluate local initiatives to contribute to organisational best care objectives and best practice industry standards.
- Foster a positive, collaborative and adaptable team environment, including willingness to work across different co-facilitation pairings to meet service demand and support workforce sustainability. and demonstrate a commitment to organisational values.
- Participate in relevant professional development and continuing education activities.
- Contribute to the development and implementation of program improvement initiatives to enhance the quality of client services.
- Duties as directed by the Senior Clinician Men's Family Violence Team, and Manager, Counselling and Family Violence.

In addition to the key responsibilities specific to your role, you are required to deliver on the [Key Organisational Accountabilities](#) which are aligned with the Western Health strategic aims.

Key Working Relationships

Internal:

- Director, Integrated Community Health Services
- Manager, Counselling and Family Violence
- Senior Clinician, Men's Family Violence Team
- Men's Family Violence Services Team staff
- Colleagues, Community programs and other services
- Students
- Clients

External:

- Victoria Police and other Mandated Authorities as designated.
- Specialist Children's, Women's and Men's Family Violence services.
- Western Integrated Family Violence Committee.

Selection Criteria

KSC1 Qualifications and Prerequisites

- A qualification or relevant experience, in line with the mandatory minimum qualifications requirements for specialist family violence practitioners** – see below
- Evidence of relevant professional development completed in working with family violence victims and perpetrators.
- Qualifications and experience as a Men's Behaviour Change Principle Facilitator is desirable.

KSC2 Experience

- Demonstrated ability in clinical and/or practice leadership in the area of family violence.
- 3-5 years previous experience in the provision of family violence services to perpetrators and/or victim survivors is desirable, ideally in a primary care or community health setting.
- Demonstrated understanding and experience in undertaking comprehensive risk and needs assessments and risk management responses (safety planning) for victim survivors.
- Demonstrated experience in completing client centred assessments and collaborative development of support plans and goals.
- Demonstrated experience working with clients with complex needs and behaviours (e.g. trauma, substance abuse, mental health, parenting issues, disability)

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KSC3 Personal Attributes.

- Able to work effectively independently and as part of a multidisciplinary team.
- Demonstrated commitment to ongoing professional development and continuous quality improvement.
- Demonstrated commitment to promoting a positive, productive and supportive team.
- Demonstrated ability to manage personal values, prejudices and biases when working with victim survivors and perpetrators.
- Demonstrated ability to engage in reflective practice when working with victim survivors and perpetrators.

KSC 4 Technical Knowledge

- Strong computer literacy.
- Demonstrates commitment to ensuring continuous quality improvement.
- Demonstrated understanding of the men's family violence behaviour change theoretical and practice frameworks and the issues contributing to the incidence and prevalence of family violence.
- Demonstrated understanding of risk and safety issues for women and children experiencing family violence and for men who are perpetrating family violence.
- Advanced understanding of relevant legislation and practice frameworks relating to family violence practice, including but not limited to the Family Violence Information Sharing Scheme (FVISS), Child Information Sharing Scheme (CISS), and Family Violence Multi-Agency Risk Assessment and Management Framework (MARAM).
- Ability to engage in anti-collusive practice with clients who perpetrate family violence.

KSC 5 Communication

- Demonstrated ability to network with other health and family violence service providers and community organisations, for the ongoing support and intervention with clients perpetrating family violence and those experiencing family violence.
- Ability to work with diverse client groups to establish effective therapeutic relationships.
- High level interpersonal and communication skills, advocacy, negotiation and conflict resolution skills.
- Demonstrated success in maintaining external networks and collaborative relationships with professionals both internal and external.

KSC 6 Confidentiality

- Ability to apply principles of confidentiality, privacy and maintain confident communication within the relevant legislative frameworks for the sharing of information.

**** Minimum mandatory qualifications requirements:**

As per minimum mandatory qualifications requirements via <https://www.vic.gov.au/mandatory-minimum-qualifications-specialist-family-violence-practitioners> all candidates wishing to apply for this role must be able to demonstrate that they:

1. Are considered EXEMPT under the policy, OR
2. Hold a Bachelor of Social Work or other equivalent qualification, OR
3. Have a minimum 5 years relevant professional experience, OR
4. Hold a related qualification as per the mandatory minimum qualification requirements, OR
5. Hold significant cultural knowledge and experience or lived experience and have faced barriers to educational pathways.

Candidates wishing to enter the specialist family violence workforce who demonstrate one of points 3-5 above will be required to work towards an equivalent within specified timeframes (as per the minimum mandatory qualifications policy).

If you believe these pathways apply to you, please contact the Manager of Counselling and Family Violence to discuss further.

Additional Requirements

All employees are required to:

- Obtain a police/criminal history check prior to employment.
- Obtain a working with children check prior to employment (if requested).

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- Obtain an Immunisation Health Clearance prior to employment.
- Report to management any criminal charges or convictions you receive during the course of your employment.
- Comply with relevant Western Health clinical and administrative policies and guidelines.
- Comply with and accept responsibility for ensuring the implementation of health and safety policies and procedures.
- Fully co-operate with Western Health in any action it considers necessary to maintain a working environment, which is safe, and without risk to health.
- Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Western Health.
- Safeguard children and young people in our care, by ensuring that your interactions are positive and safe, and report any suspicions or concerns of abuse by any person internal or external to Western Health.
- Be aware of and comply with relevant legislation: Public Administration Act 2004, Victorian Charter of Human Rights and Responsibilities Act 2006, the Victorian Occupational Health and Safety Act 2004, the Victorian Occupational Health and Safety Regulations 2017 (OHS Regulations 2017), Fair Work Act 2009 (as amended), Occupational Health and Safety (Psychological Health) Regulations 2025, the Privacy Act 1988 and responsibilities under s141 Health Services Act with regard to the sharing of health information, the Family Violence and Child Information Sharing Schemes, Part 5A and 6A Family Violence Protection Act 2008, Safe Patient Care Act 2015, Mental Health & Wellbeing Act 2022.
- Be aware of and comply with the Code of Conduct for Victorian Public Sector Employees and other Western Health employment guidelines.

General Information

- Redeployment to other services or sites within Western Health may be required.
- Employment terms and conditions are provided according to relevant award/agreement.
- Western Health is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination. The organisation promotes diversity and awareness in the workplace.
- Western Health is committed to Gender Equity.
- Western Health provides support to all personnel experiencing family and domestic violence.
- This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Western Health reserves the right to modify position descriptions as required. Employees will be consulted when this occurs.
- Western Health is a smoke free environment.

I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.

Employee's Name: _____

Employee's Signature: _____ Date: _____

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