

## JOB DESCRIPTION

Position Title:	Counsellor
Position Type:	Part time ongoing (several positions available)
Location:	Deakin
Reporting Relationship:	Practice Manager, Therapeutic Services
Position Classification:	The position is classified at Band D (3-6) in accordance with the RACR Enterprise Agreement
Remuneration:	\$84,242.14 to \$87,176.86 plus superannuation for the fulltime role and PBI benefits
Reviewed:	24 Feb 2021

### **Roles and Responsibilities:**

The role of this position is to provide therapeutic services in the form of counselling to couples, individuals and families. This includes resolution of relationship difficulties between partners or family members as well as including people currently separating and post separation.

### **Duties:**

#### **Under the supervision of the Practice Manager, a Counsellor is required to:**

- Provide individual, couple and family counselling on behalf of RACR in accordance with the *Family Law Act 1975*,
- Complete up to four sessions of counselling per day (dependent on case management requirements) for a full time equivalent position (or pro-rata);
- Provide comprehensive risk assessments and formulate safety plans for presentations that include family and domestic violence;
- Complete case notes as well as statistical and administrative records for each session;
- Attend counselling team meetings, staff meetings, participate in supervision and performance reviews, and attend relevant professional development opportunities.
- Deliver outreach services as required including home visits, where assessed as appropriate;
- Be willing to deliver group education and therapeutic programs and provide community consultation/education activities where needed.
- Develop and maintain contact with other agencies for the purposes of referral, networking and promotion of services;
- Participate in the development, implementation and maintenance of a safe and healthy workplace and take reasonable care to ensure health and safety of themselves and others; and

- Other duties as directed by supervisor such as: participating in the development of new programs: offsite counselling: face-to-face or telephone counselling; or trauma counselling to individuals who have been in institutionalised care.

### **Selection Criteria:**

#### *Essential:*

1. An appropriate tertiary qualification in social work, counselling, psychology or other similar field as well as demonstrated relevant experience.
2. Ability to demonstrate a broad theoretical approach to relationship counselling (including familiarity with systems theory) and an understanding of the theoretical and practice frameworks applicable to family violence abuse.
3. Demonstrated experience in counselling, trauma and child informed practice as well as knowledge of domestic violence, crisis intervention models, grief and loss in the context of family separation and child development.
4. Demonstrated experience in therapeutic group work and/or educative programs.
5. Computer literate, with a sound knowledge of Microsoft office applications.
6. Demonstrated ability to work well in a team environment.
7. Current registration with at least one of the following professional associations: Australian Psychological Society (APS), the Australian Association for Social Workers (AASW), Psychotherapy and Counselling Federation of Australia (PACFA) or Australian Counselling Association (ACA).

#### *Desirable:*

1. Demonstrated knowledge and experience in legislative requirements of mandatory reporting, and issues pertaining to substance abuse and mental illness.
2. Demonstrated understanding of issues facing Aboriginal and Torres Strait Islander communities and culturally and linguistically diverse communities.
3. Demonstrated experience in supervising other practitioners/staff.

### **Special Requirements:**

- Must provide current proof of registration for the “Working with vulnerable people’s card”.
- Current driver’s licence.
- Willingness to travel to outreach locations and the capacity to work outside of normal business hours to support RACR service and availability to participate in one evening of work per week.
- Commitment to mission and values of RACR.
- Understand and embed restorative principles in their work and interaction with others.

### **Contact Person:**

For further information about the position or application process, please contact the Practice Manager, Therapeutic Services on 02 6122 7100. Alternatively email [careers@racr.org.au](mailto:careers@racr.org.au) .