








Role description

Role Title	Women’s Advocate, QCS
Team	Domestic and Family Violence
Location	QCS Headquarters and YFS
Classification Level	5
Reports to	Program Manager, Women’s Advocacy

Our Vision - Building independence and participation.

Our Purpose - YFS backs people to overcome adversity and to thrive.

- Our Values** -
-  **Excellence** - we deliver high quality services and have high expectations
 -  **Integrity** - we act honestly and openly
 -  **Optimism** - we think and act with confidence about people and the future
 -  **Steadfastness** - we persist to overcome barriers and adversity with our clients
 -  **Courage** - we challenge ourselves and others to create change



YFS has a long history of working with and empowering First Nations peoples. The [YFS Cultural Framework](#) sets out our continuing commitment and the actions we will take as a community member, a service provider and an employer to back First Nations peoples to achieve their aspirations and thrive

YFS is committed to promoting a unified, harmonious, safe and inclusive community. We recognise that all types of diversities deepen and enrich our community and provide an invaluable asset for our future.

We pride ourselves on ensuring our services and work environments are safe, inclusive, welcoming and accessible for all, regardless of ethnicity, gender, gender identity and expression, sexual orientation, disability, or religion.

Primary purpose

The Women’s Advocate is embedded in the Disrupting Family Violence Program to provide opportunities for victim-survivors who have experienced violence and abuse to receive support during a man’s time in the program. Through advocacy, support and information you will enhance the safety and well-being of victim-survivors and resource them to thrive in a future free of violence and abuse.

Key accountabilities

Service delivery

Empowering women through trauma informed practice:

- Initial and on-going assessments of lethality and risk.
- Developing, implementing and reviewing safety plans.
- Assessing the needs of women and children.
- Information and referrals to relevant services to address health, parenting, financial, employment support, legal, and other counselling needs.
- Other specialist case work and advocacy to resource women in their future including EVP, Victims Assist applications, Victims Register, relevant support letters etc.
- Supporting women and children's access to safe accommodation.
- Provide general program information to victim-survivors to enhance their understanding of behaviour change intervention.
- Participate in weekly risk/clinic meetings and provide relevant information from the perspective of women to inform program facilitators on-going assessment of risk and safety, risk management and development and review of intervention plans for the man.
- Co-facilitate the YFS SOAR group program to women located in a correctional service setting

External relationships

- Build and foster collaborative partnerships with other agencies and stakeholders to provide and maintain effective, accountable services for clients, and report on developments.
- Build a network of contacts in other relevant organisations and ensure YFS's image and reputation is maintained.
- Work effectively with relevant High-Risk Teams and Integrated Service Response (ISR) across regions to ensure an integrated response to domestic and family violence that is demonstrated by clear and consistent referral pathways, protocols and joint local initiatives.
- Develop professional relationships with QCS personnel to facilitate effective collaboration.
- Apply protocols to enable the responsible sharing of client information between QCS and YFS.

Leadership and values

- Apply YFS values, ethics, policies and procedures across all work practices. Contribute to the resolution of work-related matters by being honest, approachable and responsive.

Teamwork and collaboration

- Contribute to developing a cohesive team by participating in meetings, scheduled activities and team processes. Share information, communicate and present ideas in team meetings.
- Work with other team members to implement new and/or adapt existing work methods to improve service delivery. Identify and respond to changing needs of clients and/or YFS.
- Actively consult with line management to share high risk concerns, and for risk management discussion/ plans.

Professional accountability

- Use YFS and partner information and resources accountably.
- Undertake work in accordance with team standards and YFS policies, protocols, and procedures, including workplace health and safety, risk management, and relevant legislative requirements.
- Work within the standards and principles of safeguarding children and vulnerable adults.

Problem solving and decision making

- Identify and resolve problems, and contribute to improving working processes and procedures to improve service delivery to clients.

Administration

- Enter data, maintain records and complete documents in line with YFS document management and record keeping procedures.

Cultural respect

- Acknowledge the history and ongoing impacts that Aboriginal and Torres Strait Islander people experience
- Deliver services that are person and community centred for Aboriginal and Torres Strait Islanders and people from diverse cultural backgrounds.

Relevant skills, knowledge and experience

Experience and qualifications

- Relevant tertiary qualifications (Degree in relevant discipline) and/or experience are essential.

Knowledge and experience specific to the role

- Evidence of a Domestic and family violence framework underpinned by a gendered perspective of men's violence against women which considers DFV as both a manifestation and driver of unequal power.
- Knowledge, skills and proven experience in empowering women experiencing domestic and family violence, abuse and coercive control through a trauma informed framework to increase safety and wellbeing.
- Demonstrated successful engagement with women in different phases of the relationship, embedding risk assessment and safety action planning in support, case work and advocacy.
- Understanding of the impact of domestic violence and abuse on women and children, attachment, and parenting.
- Working knowledge of the Domestic and Family Violence Protection Act 2012 and knowledge of court and legislative proceedings as they relate to the Act.
- Demonstrated understanding of *The Domestic and family violence services practice principles, standards, and guidance*, *The Domestic and Family Violence Information Sharing Guidelines* and *The Common Risk and Safety Framework* including risk and lethality indicators.
- Understanding of the cultural considerations and differences in engaging First Nations women and women from Culturally and Linguistically Diverse backgrounds experiencing domestic and family violence, abuse and coercive control.
- Ability to manage a high workload.
- Effective written communication skills to write correspondence.

- Demonstrated organisational skills to plan and prioritise work efficiently and effectively (to achieve targets), and to manage competing demands and priorities.
 - Teamwork skills with the ability to contribute to a productive, positive and harmonious team.
 - Observed a minimum of six men's behaviour change group sessions.
 - Ability to collaborate with QCS and other law enforcement agencies.
 - Ability to facilitate a group effectively or acquire the skills to meet this objective
 - Refer to the level 5 competencies in the Social, Community, Home Care and Disability Services Industry Award.
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Other role requirements

- Work out of hours when required to respond to client needs (to support women and children's access to safety).
 - Current Queensland C Class driver licence.
 - Current First Aid Certificate, or ability to obtain.
 - Current Positive Notice Blue Card.
 - Current National Police Check.
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Additional information

An employee may be directed to carry out such duties as are within the limits of the employee's skill, competence and training. All employees are required to observe YFS' policies and procedures. Employment in the position will be subject to an annual performance plan and review, with initial appointment subject to a probationary period of five months.