



## **ZIG ZAG YOUNG WOMEN'S RESOURCE CENTRE INC**

### **Sexual Assault Counselling and Support Worker – Brisbane South / Brisbane Southwest**

#### **POSITION DESCRIPTION**

<b>Position Title:</b>	Sexual Assault Counsellor and Support Worker – Brisbane South / Brisbane Southwest
<b>Program Designation:</b>	Sexual Assault Program
<b>Status:</b>	Permanent, Part Time
<b>Hours of Employment:</b>	64 -76 hours per fortnight (negotiable)
<b>Pay Award and Classification:</b>	SCHCADS Award Level 5

Although there is some flexibility in working hours, according to the needs of the team, it is expected that as far as possible this position is worked to cover the service operating hours Monday - Friday between 9am – 5.00pm. Specific work hours and days will be negotiated with the CEO with reference to your own needs, the needs of the Sexual Assault Programs, and the broader needs of Zig Zag. This position may occasionally require some after hours or weekend work as directed by the CEO and/or Management Committee.

#### **FUNDING**

This position is contingent on recurrent funding from the Queensland Department of Justice and Attorney General. Should funding be discontinued employees of the service will be advised with as much notice as possible and obligations under the relevant Award/Agreement/legislation fulfilled.

#### **REPORTING AND ACCOUNTABILITY**

This position is directly employed by Zig Zag, and is accountable to the Team Leader, Sexual Assault Program, and indirectly to the CEO and to the Zig Zag Management Committee. All employees are expected to engage in supervisory processes and to be accountable for all aspects of their work at Zig Zag.

#### **SEXUAL ASSAULT TEAM OBJECTIVE**

The Sexual Assault Counselling and Support Worker position will work collaboratively and supportively within the Zig Zag Sexual Assault Program team in the effective delivery of information and support on issues relating to sexual assault, and in the provision of high-quality

therapeutic support services to young women and gender diverse survivors of sexual violence. The Sexual Assault Program team achieves this through the provision of individual counselling and support, support groups, community education on the nature and dynamics of sexual assault, and the development of professional training resources on issues relating to responding appropriately to young women survivors.

## **POSITION OBJECTIVE**

The primary objective of the Sexual Assault Counselling and Support Worker position is to work collaboratively to deliver high-quality, ethical, responsive, specialist sexual assault counselling and support services to young women and gender diverse survivors of sexual violence who are residing in the Brisbane South and Brisbane Southwest regions. This position will ensure flexible service delivery at the Camp Hill and Richlands service sites and will include intensive planned support and sustained engagement; assertive follow up and referral; and outreach assistance through some mobile outreach services.

This position will also support the development and facilitation of sexual assault support groups, community education, and early intervention and prevention activities to address issues relating to sexual violence within the Brisbane South and Brisbane Southwest regions.

All employees are required to work within the bounds set by the Zig Zag mission statement, philosophy and practice framework. All employees are required to implement and adhere to the guidance provided by Zig Zag policy and procedures. This involves a commitment to:

- utilising intersectional feminist and social justice principles in practice;
- working within a self-management framework;
- actively contributing to teamwork and team care;
- utilising collaborative decision-making processes, which requires a high degree of participation, communication, and personal responsibility; and
- utilising consultative and transparent processes.

## **PRIMARY DUTIES:**

### **1. Information, Support & Referral**

- Provide appropriate and timely information, support and referral to young people who have experienced sexual violence; including information that will assist them to access and navigate medical, forensic, police and criminal justice systems, and other support services.
- Provide appropriate and timely information, support and referral, where safe and appropriate to young people's primary supporters (e.g. parents, family members, carers, partners, etc.).

- Provide appropriate information to other professionals in responding to the needs of young people who are survivors of sexual violence, including advice on established interagency protocols and pathways for reporting sexual offences and accessing further medical, forensic, and legal systems.

## **2. Counselling/Group Work**

- Provide individual counselling and planned support (case management) with young women and gender diverse young people who have experienced sexual violence, using a flexible, culturally responsive, and relational approach that integrates therapeutic counselling, individual advocacy, planned support (case management) and support coordination, practical support, and the provision of information and warm referrals.
- Develop and provide outreach strategies that maximise young people's access to sexual assault support services.
- Work collaboratively in the development and delivery of quality group activities for young women and gender diverse survivors of sexual violence, including the monitoring of trends arising from individual counselling and support that can inform group planning and development.
- Implement evaluation processes for all counselling, support and group work activities undertaken, and to monitor soft outcomes and client feedback in the development of future service delivery.
- Ensure appropriate documentation and record keeping.
- Design and develop innovative, user-friendly information resources for young people.

## **3. Community Education**

- Provide information/awareness raising sessions about Zig Zag services and the development of interagency responses and referral pathways to assist young people.
- Work collaboratively in the development and delivery of community education workshops and events to raise community awareness of the incidence, nature, dynamics, and impacts of sexual violence; and to support the development of community responses to address and prevent sexual violence.
- Work collaboratively in the development and delivery of training workshops for professionals on responding appropriately to young people who may have experienced sexual violence.
- Contribute to the development of innovative, user-friendly resources for young people in relation to sexual violence as negotiated within the Sexual Assault Program team.

#### **4. Organisational, Team and Inala Management Group Participation.**

Zig Zag is a feminist organisation that uses collaborative decision-making processes. Many operational and service delivery-related decisions related to this position are made within the Zig Zag Sexual Assault Program Team and the Inala Management Group (IMG). The Sexual Assault Counselling and Support Worker requires a high degree of skills in collaborative decision making and will be accountable for all decisions made.

Each team member is expected to foster and maintain a supportive and open team environment through the consistent use of open and respectful communication. The following list identifies tasks that the Sexual Assault Counselling and Support Worker is expected to participate in with respect to the general operations of Zig Zag and the work of the Brisbane Southwest Support Service (BSwS) service in Inala / Richlands area.

##### **Organisational Participation at Zig Zag**

- Prioritise participation in staff meetings and whole of staff group supervision.
- Active participation in monthly internal supervision and regular external supervision.
- Represent Zig Zag and its programs appropriately and professionally to the community.
- Advocate on behalf of Zig Zag as determined by the CEO and/or Management Committee.
- Provide input into organisational systems and policy development as resources allow and if requested.
- Participate in organisational planning, review, and evaluation, including strategic and operational planning.
- Where possible and appropriate, be actively involved in project development including the acquisition of funds.

##### **Participation in Program Team**

Many of the decisions regarding the work of the Program team will take place in team meetings including case and workload management and approaches to direct service delivery. This requires that the Sexual Assault Counselling and Support Worker participate in the following:

- Active participation in team decision-making processes including Program team meetings and team group supervision sessions where appropriate, and as negotiated with the Team Leader.
- Active embracement of a team culture that is supportive, accountable, transparent and self-reflective, and that supports a high level of ethical practice;
- Contribution to the review and development of policies and procedures directly related to the service delivery functions where appropriate.
- Developing and maintaining collaborative, respectful and purposeful relationships with other organisations and workers across the sector.
- Active embracement of a team culture that is supportive, accountable, transparent and self-reflective, and that supports a high level of communication and ethical practice.

- Attendance at relevant training as negotiated within the Sexual Assault team and Team Leader.
- Participation in the documentation and evaluation of programs and/or activities delivered by Zig Zag.
- Collection of relevant reporting data for the funding body and contribution to other reporting requirements including monthly reports to Management Committee and input into Zig Zag's Annual Report.
- Undertaking administrative and accountability responsibilities relevant to your role within the organisation.
- Participation in relevant sector forums and networks.

**Participation in the Inala Management Group**

- Participate in some Inala Management Group (IMG) meetings when required, and work collaboratively with our four partner specialist services, to support the development of community education resources, prevention initiatives, and activities for Sexual Violence Awareness Month and Domestic Violence Prevention Month, and other key community events as identified by the BSwS service and Zig Zag.
- Provide relevant information and support to assist the IMG to develop and promote referral pathways; to identify priority needs for response types within the community; to undertake strategic and operational planning; and to further support the development and evaluation of specialist Sexual Violence Responses in the Inala / Richlands region.
- Develop effective relationships and partnerships with community Elders, local service providers and community groups, networks and other key stakeholders in the Brisbane Southwest region to support the development of appropriate community responses to issues relating to sexual violence.

## **ESSENTIAL REQUIREMENTS:**

1. Bachelor level qualifications in Social Work, Psychology or the Behavioural Sciences. Post-graduate qualifications will also be highly regarded.
2. A minimum of 2 years' experience in the provision of therapeutic counselling and support to women and/or young people affected by sexual violence, reflected in a high level of knowledge and skills in responding to the impacts of violent trauma.
3. Current Driver's License and capacity to drive in the broader Brisbane region.
4. Commission for Children and Young People – Blue Card.

## **KEY SELECTION CRITERIA:**

1. Describe your understanding of a feminist perspective and a gendered analysis in relation to sexual violence, including a broad knowledge of the social factors impacting on young women experiencing disadvantage and marginalisation.
2. Describe your therapeutic framework in providing support with young women and gender diverse young people who have experienced sexual violence, including both counselling and therapeutic groups. How would your approach address complex trauma and multiple interrelated issues (e.g. homelessness, drug and alcohol issues, domestic violence) that may be experienced by young people?
3. Demonstrate your knowledge of, and experience in, the development, facilitation and evaluation of engagement activities/community education in relation to young people who have experienced sexual violence.
4. Describe your experience in developing responses to meet the diverse needs of women, including: Aboriginal and Torres Strait Islander women, young women, women with disabilities and women from non-English speaking backgrounds, as identified in the *National Action Plan to Reduce Violence against Women and Their Children*.
5. Describe the important considerations for how you have developed effective relationships and partnerships with First Nations peoples (Aboriginal and Torres Strait Islander) Elders, families and communities.
6. Demonstrate how you have used a high level of interpersonal communication and self-reflection skills in contributing to collaborative team decision making processes; and provide examples of how you have worked effectively and efficiently as an autonomous worker and as part of a team in a complex environment.