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Role description

Role Title	Women’s Advocate
Team	Responsible Men Team
Location	<i>Slacks Creek and at times Jimboomba</i>
Classification Level	5
Reports to	Client Service Manager

Our vision and 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



Building independence and participation

YFS is a not-for-profit organisation that backs vulnerable people in the Logan and surrounding area to overcome adversity and to thrive.

Since 1983 we have been building people’s capacity to live independently and participate in our local community through a range of initiatives and services. These include social enterprises that build employment prospects, programs that help homeless people get into long-term housing, and initiatives to reduce the prevalence of domestic and family violence.

Vision for reconciliation

YFS has a long history of working with and empowering First Nations peoples. As a mainstream community-based organisation, the Board and staff recognise our role in contributing to closing the gap and improving the lives of First Nations people in our community. 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.

Primary purpose

The Women’s Advocate works alongside the Responsible Men Program to provide opportunities for those who experience 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. The Women’s Advocate will also provide 1 x day per week of court-based services at the Beaudesert Court.

Key accountabilities

Service delivery

Empowering Women through trauma informed practice:

- Initial and on-going assessments of lethality and risk.
- Developing and implementing safety plans including access to refuge or other emergency accommodation.
- 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.
- Participate in weekly Responsible Men meetings and provide information from the perspective of women. This is to inform program facilitators of the men's progress and change from the women's perspective, on-going assessment of risk and safety, risk management and development and review of intervention plans for the man.
- Contribute to review of the effectiveness of perpetrator intervention through evaluation of women's safety.

Court Support – 1 day per week at Beaudesert Court

- Understand court processes, domestic violence orders, conditions, and any complications
- Complete new domestic violence applications or variations
- Liaise with facilitate women's access to duty lawyer, court staff and police.

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.

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

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

- Knowledge, skills and proven experience in empowering women experiencing domestic abuse through a trauma informed framework.
- Demonstrated successful engagement with women in crisis, embedding risk assessment and safety action planning.
- Demonstrated experience in case work and advocacy to address the issues affecting women and children.
- 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 knowledge of and ability to apply current theory and practice relating to domestic abuse with a gendered analysis of this issue.
- Understanding of the cultural considerations and differences in engaging First Nations women and women from Culturally and Linguistically Diverse backgrounds experiencing domestic abuse.
- Ability to work with a sense of urgency and manage a high workload.
- Teamwork skills with the ability to contribute to a productive, positive and harmonious team.
- Demonstrated organisational skills to plan and prioritise work efficiently and effectively, and to manage competing demands and priorities which includes use of IT systems, data collection and high-quality administration and case notes.
- Observed a minimum of six men's behaviour change group sessions.
- Refer to the level 5 competencies in the Social, Community, Home Care and Disability Services Industry Award.

Other role requirements

- Work out of hours when required to respond to client needs (e.g., to support women and children's access to safety).
 - You may be required at times to work across our broader DV team and provide crisis response and case work to women engaged with our Beaudesert Domestic Violence Service.
 - Current Queensland C Class driver licence.
 - Current First Aid Certificate, or ability to obtain.
 - Current Positive Notice Blue Card.
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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.