



# RECRUITING NOW

## POSITION DESCRIPTION

<b>Position Number:</b>	1025
<b>Position Title:</b>	Counsellor (Family and Relationships Services)
<b>Position Type:</b>	Full Time, Permanent
<b>Positions Level:</b>	SCHADS Award Level 5
<b>Location:</b>	Darwin or Alice Springs
<b>Direct Reports:</b>	Nil
<b>Responsible To:</b>	Manager – Counselling Team

### About Relationships Australia Northern Territory

Relationships Australia Northern Territory (RA-NT) is a community-based, not-for-profit, non-government organisation providing a broad range of services, which are for all members of the community regardless of religion, belief, age, gender, sexual orientation, lifestyle choice, cultural background or economic circumstances.

Our clients are often dealing with complex and sensitive situations, so we look for employees who are understanding, knowledgeable and genuinely care about the wellbeing of others.

### Purpose

We empower individuals, families, and communities to grow through a rich culture of belonging, connection, and respectful relationships.

### Values

Fostering an organisational culture that embodies the following values is at the heart of how we operate at RA-NT:

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| <b>Value:</b><br><b>Listen with compassion</b>   | <b>This means:</b><br>We care deeply for each other and our clients. We are committed to listening with curiosity and empathy, and to providing a space for people to feel safe and supported.   |
| <b>Work together with respect</b>                | Relationships and the way we connect with each other are our lifeblood and are core to building each other up and working towards growth and healing.  |
| <b>Celebrate difference and promote fairness</b> | We embrace diversity and prioritise inclusion, equity and self-determination. We are strong in our commitment to social justice across ages, gender, cultural and financial differences.   |
| <b>Strive for quality and trust</b>              | We value honesty and truth, and we do what we say we will do with a commitment to quality and professionalism. We are always learning about our clients, ourselves and best practice, to deliver the best services and programs that we can. |



### Position Statement

To provide high quality ongoing counselling (and where applicable relationship education services) to individuals, couples, families and children. The position will involve working collaboratively within the Family and Relationship Services (FaRS) team to maintain excellent standards of practice, and may also involve some degree of networking and engagement with other relevant agencies.

Within this role, you are required to meet and comply with the Behaviour Standards outlined in our Safeguarding Children and Young People Practice and Behaviour Guidelines, and actively participate in cultural safety and “cultural fitness”.

### Key Duties and Responsibilities

- Provide a high quality of clinical services to individuals, couples, families and children.
- Co-facilitate relationship education courses as and when required, for RA-NT clients.
- Ensure confidential case notes and data are maintained within the Client Information System.
- Support the referral process when engaging with other community agencies and service providers.
- Deliver services that support a culturally and linguistically diverse community, with appropriate considerations of cultural sensitivity in a respectful way.
- Meet RA-NT’s funding agreement targets for completing counselling sessions and other activities.
- Attend monthly individual and group supervision and maintain professional standards.
- Clinical observation sessions to be recorded and submitted six monthly as part of individual supervision and/or to Group Supervision and/or arranging for a supervisor to sit in on client sessions.
- Maintain professional development via accessing in-service training and other professional training opportunities.
- Work in a collaborative manner with colleagues across the services of RA-NT.
- Promote RA-NT’s services where appropriate, through professional and community networking opportunities.
- Contribute toward the professional activities of RA-NT in particular projects approved by the CEO and in consultation with the Manager –Counselling Team.
- Any other duties as requested from time to time at the discretion of the Manager – Counselling Team.

#### DARWIN

5 Shepherd Street  
Darwin City NT 0800

#### KATHERINE

6 Katherine Arcade  
15 Katherine Terrace  
Katherine NT 0850

#### ALICE SPRINGS

2 Parsons Street  
Alice Springs NT 0871

1300 458 600

rantreception@ra-nt.org.au  
nt.relationships.org.au

Relationships  
Australia  
NORTHERN TERRITORY

50 YEARS



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## Qualifications and Experience

### Essential

- A tertiary qualification in Psychology, Social Work or other relevant field.
- Demonstrated experience in counselling, group work and assisting individuals, couples, families and children across a broad range of issues including experience in the provision of services to those from diverse cultural backgrounds.
- Knowledge of current theory and practice relating to relationship counselling including the impact of Family and Domestic Violence.
- Proven ability to communicate effectively, both in writing and orally, with a wide range of people.
- Experience of working as a member of a team, fostering the confidence and co-operation of others, and a commitment to ongoing professional development
- Demonstrated competence in computer applications including word processing, use of databases, electronic diary, email and web searches.

### Desirable

- An understanding of funding requirements associated with service delivery in the Not-for-Profit sector.
- Experience in the planning, preparation and delivery of group work/education services.
- Experience in agency representation in networks, forums and community groups.

## Requirements

- A satisfactory Northern Territory working with children check.
- A satisfactory national criminal history check.
- A commitment to our Safeguarding Children Practice and Behaviour Guidelines.

## Acknowledgement

I have read, understood, and accept the position as documented in this position description.

*Please note that Position Descriptions are under constant review and may be changed by the Chief Executive Officer, after consultation, at any time.*

Employee Name (Please Print):

Date:

Reviewed by:	Human Resources	October 2024
Review due by:	Human Resources	October 2025
Approved by:	Chief Executive Officer	October 2024