

POSITION DESCRIPTION

Position Number	1121
Position Title:	Specialised DFSV counsellor
Position Type:	Full Time/ Part Time
Positions Level:	SCHADS Level 5
Location:	Darwin
Direct Reports:	Nil
Responsible To:	Manager Specialist Support Services

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:

Value: <i>Listen with compassion</i>	This means: 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.
<i>Work together with respect</i>	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.
<i>Celebrate difference and promote fairness</i>	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.
<i>Strive for quality and trust</i>	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

The Specialist DFSV Counsellor is responsible for delivering the *Healing Inside* program an evidence-informed, trauma responsive Domestic, Family and Sexual Violence (DFSV) program delivered mostly within a prison environment for women. The role provides individual counselling, group education and safety planning for women affected by DFSV, with a focus on healing and empowerment. This position works collaboratively with correctional services, internal stakeholders and community organisations to support continuity of care, safety, and culturally responsive practice.

Key Duties and Responsibilities

- Deliver the Healing Inside DFSV program within a prison environment using trauma-informed, culturally safe and strengths-based approaches.
- Provide one on one counselling to incarcerated women who have experienced or used Domestic and Family Violence.
- Facilitate group sessions focusing on education, healing, self-reflection and emotional wellbeing.
- Conduct risk and needs assessments and develop individual safety and support plans.
- Maintain accurate and confidential client records, case notes and reports in line with organisational policy and legal requirements.
- Make referrals to internal prison services, external DFSV services, and post-release supports to enhance reintegration and safety.
- Engage in regular case reviews and supervision, contributing to the continuous improvement of the program.
- Collaborate closely with correctional staff, parole officers and health service providers to support coordination and client care.
- Contribute to data collection and program evaluation to support reporting and funding compliance.
- Promote and uphold the principles of cultural safety, particularly for Aboriginal and Torres Strait Islander women and work inclusively with women from diverse cultural backgrounds.
- Provide support to other programs as requested by the Manager.

Qualifications and Experience

Essential

- Tertiary qualification in Social Work, Psychology, Counselling or a related field and eligibility for membership with a relevant professional body (e.g., AASW, PACFA, ACA).
- Demonstrated experience delivering therapeutic services to women affected by domestic and family violence, including risk assessment and safety planning.
- Strong understanding of trauma-informed practice, intersectionality, and the impacts of DFSV on women in contact with the justice system.
- Experience working with complex needs clients, including within justice, mental health or corrections settings.
- High-level written and verbal communication skills, including report writing and case note documentation.
- Ability to work collaboratively and respectfully with correctional staff, community stakeholders, and multidisciplinary teams.
- Commitment to culturally safe and inclusive practice, particularly when working with Aboriginal and Torres Strait Islander peoples.

Desirable

- Experience delivering group programs in custodial or forensic environments.
- Knowledge of referral pathways and services for women post release.
- Experience in program evaluation or data collection for reporting and quality improvement.

Requirements

- A satisfactory Northern Territory working with children check (Ochre Card).
- A valid NT Driver's License.
- A satisfactory national criminal history check.
- A commitment to our Safeguarding Children Practice and Behaviour Guidelines.

Relationships Australia NT is accredited as a Safeguarding Children organisation with the Australian Childhood Foundation. Therefore, all staff working at RA-NT are required to complete training regarding Safeguarding Children and mandatory reporting upon induction at RA-NT. Staff need to commit to the RA-NT Code of Conduct and all Safeguarding Children related policies.

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	April 2025
Review due by:	Human Resources	January 2026
Approved by:	Chief Executive Officer	April 2025