

POSITION DESCRIPTION

Position Number:	1087
Position Title:	Counsellor, Counselling and Support for People Affected by the Disability Royal Commission
Position Type:	Full Time - Fixed Term until June 2022
Location:	Darwin
Direct Reports:	Nil
Responsible To:	Manager of Counselling and Support for People Affected by the Disability Royal Commission (DRCCS)

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 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.

Vision

Communities where relationships are respectful, diversity is valued, and where all people have a sense of belonging and connection.

Purpose

To promote and facilitate respectful relationships.

Values Statement

The values expected of our employees are contained in our values statement. The duties outlined in this position description are to be read in conjunction with the values statement outlined below.

Integrity	Providing services which are appropriate, supportive to client and community needs, and which adhere to the highest ethical standards.
Excellence	Pursuing excellence through critical and continuous reflection, professional and organisational development, best practice and innovation.
Respect	Respecting the rights of individuals, families, stakeholders, our clients and our employees, to make informed choices.
Social Justice	Promoting and pursuing equity and social justice.
Diversity	Recognising the diverse nature of our community and our employees.
Indigenous Culture Knowledge	Supporting Indigenous culture and knowledge in service provision and employment.

Summary of Position

This position is funded by the Royal Commission into Violence, Abuse, Neglect and Exploitation of People with Disability (Disability Royal Commission/DRC).

The role requires well developed clinical practice and case management skills. Outreach, community and stakeholder engagement will also form a part of this role. The role requires initiative and flexibility. Clients of the program include, but are not limited to people with disabilities, their families, and paid or unpaid carers. The service provides high quality trauma-informed counselling and casework for those affected by, or engaged with, the DRC. Priority will be given to safety and a service that empowers and enhances their personal agency.

In the performance of this role, you are required to comply with Safeguarding Children and Young People Practice and Behaviour Guidelines and to participate in cultural fitness activities.

Key Duties and Responsibilities

- To provide trauma-informed, client-focused, and accessible counselling and support to people who have been affected by the Disability Royal Commission.
- To manage casework to provide social and practical support to meet the needs of individual clients, including appropriate referrals to external agencies and Relationships Australia internal programs.
- To deliver services to work with people of the Aboriginal and Torres Strait Islander and Culturally and Linguistically Diverse communities in a culturally sensitive and respectful way.
- Community and stakeholder engagement to promote awareness of the service; this includes urban, regional and remote travel.
- To ensure accurate and up-to-date data management about client work and community engagement.
- Engage with stakeholders, including, but not limited to liaison with other support agencies for clients (legal support, advocacy).
- Deliver services across the entire Northern Territory as and when required.
- Support own health and wellbeing by utilising regular clinical supervision and other reflective practice.
- Any other duties requested at the discretion of the Manager of Disability Royal Commission Support Services.

Qualifications and Experience

Essential

- Tertiary qualification in Social Work, Psychology or another relevant qualification with supervised clinical experience.
- Demonstrated knowledge of theory and experience in trauma-informed counselling, including knowledge of the impact and effects of childhood trauma on adult functioning.
- Knowledge of current theory and practice relating to trauma-informed care, including knowledge of the impact and effects of childhood trauma on adult functioning.
- Proven experience of working in partnership with internal and external stakeholders.
- Ability to work independently and as part of a team.
- Strong written and verbal communication skills.
- Capacity and flexibility to travel to regional, rural and remote localities as and when required.

Desirable

- Experience and/or qualifications working with people with disabilities and/or mental illness.
- Qualifications in Disability and/or Mental Health.
- Experience/qualification in therapeutic group work.
- Possession of a current NT Driver's License.

Requirements

- A satisfactory Northern Territory working with children's check.
- A satisfactory National Criminal History Check.
- A commitment to our Safeguarding Children Practice and Behaviour Guidelines.

Corporate

Physical Resources

- Take care of physical resources during employment with RANT including IT, vehicles, equipment and related items.

Systems

- Comply with RANT corporate systems, policies and procedures.

Work Health and Safety

- Demonstrated safe work practices for personal health and safety, and the health and safety of others in line with Work, Health and Safety requirements.
- Comply with any reasonable instruction and co-operate with any reasonable policy or procedure of the organisation relating to health or safety in the workplace.

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

Acknowledgement

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

Employee Name (Please Print):

Signature:

Date:

<i>Reviewed by:</i>	<i>Human Resources</i>	<i>October 2020</i>
<i>Review due by:</i>	<i>Human Resources</i>	<i>October 2020</i>
<i>Approved by:</i>	<i>Chief Executive Officer</i>	<i>October 2020</i>

Basic Employment Conditions for – Counsellor, Counselling and Support for People Affected by the Disability Royal Commission

Place of Employment:	Darwin
Probationary Period:	6 months
Salary:	\$80,398.24 to \$87,698.00 per annum pro rata (Levels 5.1 to 6.1), depending on qualifications and experience
Hours of Work:	Full Time Fixed Term until 30 June 2022 – Monday to Friday, 8:30-17:00, with some flexibility required for travel purposes
Superannuation:	9.50% as per Commonwealth Superannuation Guarantee [Administration] Act 1992

Benefits and Entitlements

Salary Packaging: As a Public Benevolent Institution (PBI) RANT can offer up to \$15,899 per annum pro rata of the salary, tax-free as a fringe benefit (Conditions Apply).



Entertainment Benefits: As part of the Salary Packaging RANT can offer up to \$2,650 per annum pro rata of the salary, tax-free as a fringe benefit (Conditions Apply).



Annual Leave: 5 weeks per annum pro rata. Leave Loading of 17.5% will be payable on annual leave per annum pro rata. In addition, 3 days of leave (without Leave Loading) are given between Christmas and New Year during the RANT Office Closure.



Long Service Leave: As per the NT Long Service Leave Act.

Personal & Parental Leave: 10 days per annum pro rata for personal leave and up to 6 weeks paid parental leave per annum pro rata (Conditions Apply).



Professional Development: Staff development in accordance with RANT guidelines (\$3,000 – total of 10 days PD leave pro rata). PD is accessible after three months of continuous service.



Wellbeing Allowance: \$200 per staff member per financial year as part of the organisations commitment to improve the health of its employees, paid upon production of receipts.



Relocation Allowance: An allowance of up to \$2,000 is payable if relocating from interstate (Conditions Apply).



Cultural Fitness: A number of events are organised throughout the year to promote and celebrate diversity.

