

# Position Description

<b>TITLE OF POSITION:</b>	<b>PRACTICE DEVELOPMENT OFFICER – WORKFORCE PROJECT</b>	
<b>POSITION TYPE:</b>	<b>FULL TIME, 24 MONTHS</b>	
<b>TEAM:</b>	<b>PRACTICE DEVELOPMENT TEAM</b>	
<b>REPORTS TO:</b>	<b>PRACTICE DEVELOPMENT MANAGER</b>	
<b>LOCATION:</b>	<b>MELBOURNE</b>	<b>Regional and interstate travel will be required from time to time.</b>
<b>DATE ESTABLISHED:</b>	<b>DECEMBER 2018</b>	

## ABOUT NO TO VIOLENCE

No to Violence works to bring about the changes our community needs to eliminate men's use of family violence. For 25 years, we have been working directly with men who use family violence to support them to change. Our expertise in their behaviour, attitudes and choices has enabled us to develop standards, programs and training, lead policy development, and fulfil our role as the largest peak body for organisations and individuals working with men to end family violence in Australia. We provide telephone counselling, information and referrals every day for men in Victoria, New South Wales and Tasmania. As a pro-feminist organisation, at the centre of our work is the safety of women and children, as by ending men's violence families can have happier, safer and more fulfilled lives.

## PURPOSE OF THE POSITION

The Practice Development Officer – Workforce Project is responsible for leading the development and delivery of an evidence-based practice manual that will be used by specialist men's family violence service providers to deliver intervention programs focused on male perpetrators of family violence. The work accountabilities are to be undertaken in consultation with NTV staff, Peak Bodies, State-wide service providers and government departments/agencies, with the aim of building specialist capacity in the sector, and a learning culture within NTV that integrates critical reflection with evidence-based practice.

The Practice Development Officer – Workforce Project will also contribute to the development of a skills-database of MBCP practitioners.

## KEY RESULT AREAS

<b>KEY AREA:</b>	<b>KEY ROLES AND RESPONSIBILITIES</b>
<b><i>Practice Development and Workforce Project</i></b>	<ul style="list-style-type: none"> <li>▪ Work with the Practice Development Manager to support the development of the Workforce Development Project Plan.</li> <li>▪ Develop a Practice Manual for practitioners working with male perpetrators of family violence.</li> <li>▪ Work with the NTV Editorial Committee to establish a Professional Practice Resource product.</li> <li>▪ Contribute to the development of a skills-database of MBCP practitioners.</li> <li>▪ Develop, refine and communicate program content that can be embedded within the user-organisation's model of intervention.</li> <li>▪ Prepare briefings and reports for NTV's Management Team on practice development reforms.</li> </ul>

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KEY RESULT AREAS	
KEY AREA:	KEY ROLES AND RESPONSIBILITIES
<b>Stakeholder Engagement</b>	<ul style="list-style-type: none"> <li>▪ Build collaborative relationships with NTV member organisations and other key stakeholders which support the identification and incorporation of good practice in relation to working with male perpetrators of family violence.</li> <li>▪ Represent NTV and its members on relevant reference, advisory and working groups etc., providing expert advice in line with NTV's strategic priorities.</li> <li>▪ Establish and maintain regular consultation with expert practitioner panels.</li> <li>▪ Contribute to NTV practice development priorities in consultation with members and other key stakeholders.</li> <li>▪ Assist in publicising the Practice Manual to NTV members and current and future cohorts of the Graduate Certificate in Client Assessment and Case management (Male Family Violence).</li> </ul>

KEY SELECTION CRITERIA
<p><b>ESSENTIAL:</b></p> <ul style="list-style-type: none"> <li>▪ Qualification in social work, psychology, or other relevant discipline</li> <li>▪ Experience in clinical practice within the specialist family violence sector and Men's Behaviour Change Programs</li> <li>▪ Comprehensive understanding of the dynamics and impacts of family violence and intervention and/or prevention initiatives</li> <li>▪ Well-developed skills in practice content development</li> <li>▪ Excellent interpersonal and communication skills, including presentation and group facilitation skills</li> <li>▪ Demonstrated capacity to deliver work requirements within tight timeframes</li> <li>▪ Demonstrated ability to work independently and collaboratively as part of a small team.</li> <li>▪ Commitment to NTV's values and culture</li> <li>▪ Professional and ethical approach and high level of experience in handling sensitive and confidential information in an appropriate manner.</li> </ul> <p><b>DESIRABLE:</b></p> <ul style="list-style-type: none"> <li>▪ Graduate Qualification in Men's Family Violence</li> <li>▪ Experience in research and evaluation to develop practice positions</li> <li>▪ Experience in education and training.</li> </ul>

SKILLS, KNOWLEDGE AND EXPERIENCE:	
<i>Technical skills</i>	<ul style="list-style-type: none"> <li>▪ Experience of facilitating MBCPs</li> <li>▪ Excellent session planning skills</li> <li>▪ High level presentation and communication skills</li> </ul>
<i>Professional Knowledge</i>	<ul style="list-style-type: none"> <li>▪ A thorough understanding of the family violence sector</li> <li>▪ A comprehensive, in-depth knowledge of the theoretical frameworks associated with family violence sector practice</li> <li>▪ Comprehensive knowledge of risk assessment and response practice in working with men who use family violence</li> <li>▪ Evidence-based practice knowledge of family violence, perpetrator engagement, trauma informed practice and behaviour change.</li> </ul>
<i>Computer Skills</i>	<ul style="list-style-type: none"> <li>▪ Experienced and competent user of MS Office Suite</li> </ul>

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## SKILLS, KNOWLEDGE AND EXPERIENCE:

### Attributes

- Empathetic, culturally aware approach
- Proactive, solution-focused approach
- Ability to use good judgement to make decisions according to level of authority, escalating issues as appropriate
- Receptive to support on-going knowledge and skill development.

## OTHER REQUIREMENTS

- Legal entitlement to work in Australia
- Current Australian police check (international where applicable), and Victorian Working with Children Check.

## ESSENTIAL SKILLS

<b>Leadership</b>	Ability to develop effective working relationships with external stakeholders, government departments, staff and Board.
<b>Integrity</b>	Maintains the highest standard of personal conduct in performing all duties.
<b>Reliability</b>	Can be relied and depended on to get the job done.
<b>Accountability</b>	A willingness to challenge and be challenged in a respectful manner.
<b>Commitment</b>	A strong focus on delivering the best outcomes for service users and their families; members; partners; funders; and others involved with NTV.

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Signature of Job Holder

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Date signed