POSITION DESCRIPTION
Principal Strategic Advisor

<table>
<thead>
<tr>
<th>Position</th>
<th>Principal Strategic Advisor</th>
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<tbody>
<tr>
<td>Location</td>
<td>Ringwood</td>
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<tr>
<td>Reports to</td>
<td>EDVOS CEO</td>
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<tr>
<td>Direct Reports</td>
<td>2 positions report directly into the Principal Strategic Advisor position:</td>
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<td></td>
<td>- Administration Officer (1.0 FTE)</td>
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<tr>
<td></td>
<td>- Resource Worker (0.6 FTE)</td>
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<tr>
<td>Award/Classification</td>
<td>SCHADS Level 8</td>
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<tr>
<td>Date</td>
<td>November 2019</td>
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ORGANISATIONAL CONTEXT

Established in 2007 under the Victorian family violence reforms, the Regional Family Violence Partnership (RFVP) is the Family Violence Regional Integration Committee in the Eastern Metropolitan Region committed to working collaboratively to address family violence. Family Violence Regional Integration Committees (FVRICs) bring together agencies and sectors that respond to family violence – the major players in the current family violence reform agenda of Ending Family Violence: Victoria’s Plan for Change. They are the only local governance structures that exist across the state, and focus on: local systems, a family violence lens and capacity-building across all workforces.

The RFVP has member agencies from a range of sectors across the region including family violence specialist services, men’s services, primary prevention and representatives from sectors such as homelessness, integrated family services, Victoria Police, justice and legal services, Aboriginal services, and the disability sector. The RFVP also strive to ensure mutually beneficial linkages with other local structures such as Dhelk Dja, Child and Family Services Alliance, Homelessness Networks, and the primary prevention network.

The Regional Family Violence Partnership operate at a strategic level, and is a fundamental enabler of collaborative practice for practitioners. The RFVP creates an authorising environment for collaboration, enabling connections across organisations and helping to create strong cross-sector relationships strengthening our local service system. The work of the partnership is driven by the Systems Leadership Group and supported by an Implementation Committee.

The RFVP is entering into an exciting time of change, having recently strengthened its governance framework, the RFVP is now developing a new strategic plan.

More information about the RFVP can be found at www.rfvp.org.au
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AUSPICE AGENCY
As the RFVP is not a legal entity, EDVOS auspices the RFVP. EDVOS manages all integration funds, provides line management of the RFVP Principal Strategic Advisor and contract management, remuneration of and collaboration with the Independent Chair role.

The Principal Strategic Advisor and small RFVP team is employed by EDVOS and reports to the EDVOS Chief Executive Officer.

EDVOS is the specialist family violence service in the Eastern Metropolitan Region and covers the municipalities of Boroondara, Manningham, Whitehorse, Knox, Monash, Maroondah and Yarra Ranges.

We provide an integrated range of support and services to empower women and children who have experienced and are responding to family violence. We focus on ensuring the safety of women and children, and the accountability of perpetrators. We provide support, information, case management, risk assessment, safety planning, community education, programs for pet safety and a strong network of referral pathways to other services.

EDVOS provides equal opportunities to individuals without regard to race, colour, religion, national origin, age, disability, culture or sexual orientation. EDVOS has a Diversity Working Group that is committed to championing best practice in these areas and leads by example to break down the barriers to inclusion. EDVOS fosters a diverse workplace where people are free from discrimination and disadvantage and are afforded dignity and respect.

EDVOS employ women only to most of our positions as per the findings of EEO exemption H327/2017 and by special measure. This is due to the specialist nature of our work and the services that we provide to women and children who have experienced or are responding to family violence in the community. EDVOS is a child-focused and child safe organisation and we are committed to promoting and protecting the safety and interests of children.

The Principal Strategic Advisor is required to comply with the conditions of employment of EDVOS as the auspice agency and this includes all of the EDVOS organisational accountabilities.

POSITION OBJECTIVE
The Principal Strategic Advisor (PSA) to the RFVP is a key leadership role within the whole of Government family violence system reform, and will be informed through both the regional experience and statewide participation. This role is instrumental in the further development of the integrated service system and implementation of the RCFV recommendations. The PSA focus is on integration, collaboration and consistency both within the region and more broadly across the state.
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POSITION SPECIFIC ACCOUNTABILITIES
In collaboration with the Regional Family Violence Partnership (RFVP) Independent Chair, and RFVP governance groups – the Systems Leadership Group and Implementation Committee:

- Provide strategic leadership and advice in regional and statewide forums and committees to ensure stakeholders in the Eastern Metropolitan Region actively engage in current policy and reform agendas within and impacting on the family violence sector
- Act as an information conduit between the sector, local areas, peak bodies, government and other regional governance structures
- Prepare and disseminate information of interest and relevance to stakeholders in the region to support systems and service integration
- Lead area based capacity building projects to support workforce development and the delivery of best practice models of integrated service delivery
- Develop strategic plans and annual action plans in collaboration with the RFVPs Systems Leadership Group and Implementation Committee aligned with RCFV recommendations, reform agenda, government policy and other evidence as appropriate
- Represent the Regional Family Violence Partnership and participate in relevant regional and statewide fora for such as the Statewide Family Violence Integration Advisory Committee
- Collect, analyse and report on data for the purpose of service improvement and planning.
- Provide governance and operational support to the RFVP.
- Drive the local implementation of key family violence reforms
- Lead and coordinate transparent regional co-design and consultation processes as possible and appropriate in partnership with government.

KEY SELECTION CRITERIA
Mandatory Requirements:

- Relevant tertiary qualifications in social work, social or behavioral science or other relevant discipline
- Advanced project management skills
- Highly developed written and verbal communications skills
- Demonstrated ability to engage and liaise successfully with a diverse range of stakeholders in the community and government sectors at senior levels
- Demonstrated understanding of the current external context impacting on family violence practice within prevention, response accountability and recovery spaces including government reform, policy and initiatives
- Ability to translate complex issues and policy into reports to inform effective contributions and decision making regarding state and national consultation papers
- Demonstrated experience in the convening, facilitation and maintenance of meetings
- The ability to take initiative and to work independently as well as the ability to work collaboratively and make valued contributions as a member of a team
- Demonstrated experience in the planning, development and delivery of community education and development activities and materials
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Additional Requirements:
- A current Driver’s License is essential for this position
- Travel within the Eastern Metropolitan Region will be required with occasional travel to other regions
- After hours work may be required on occasion
- Competent computer skills and familiarity with the Microsoft Office suite

TERMS AND CONDITIONS
Salary and conditions are in accordance with the Social, Community, Home Care and Disability Services Industry Award 2010; plus the current legislated 9.5% Superannuation contribution. While legislation allows, Salary Packaging is offered with this position.

All offers of employment are subject to a six month probationary period.

Performance reviews are linked to criteria in the position description, and individual work plans.

All offers of employment are subject to the following:
- Current National Police Record Check (renewed every 3 years).
- International Police Record Check (where required).
- Current Working with Children Check Assessment notice and card valid for Employment.
- A Current Victorian Drivers Licence (where required).
- Eligibility to work in Australia.