

## Community Educator Women's Health & Sexual Assault (Level 5)

To coordinate, develop and facilitate appropriate activities including community education, advocacy and activism events covering the priority health areas inclusive of awareness raising and education re: sexual assault. To be involved in projects with other organisations that increase awareness and understanding of issues related to women's health and sexual assault.

### Award

Social, Community, Home Care and Disability Services Industry Award 2010 [MA000100]

### Performance Indicators

| S.no | Performance indicator | Measurement of performance indicator | Assessment period |
|------|-----------------------|--------------------------------------|-------------------|
| 1    | TBC                   | To be developed                      | 6 months          |

### Roles and responsibilities

#### Organisation

The North Queensland Combined Women's Services Inc (NQCWS) known as The Women's Centre operates from a broad feminist perspective and is welcoming of all women. The Women's Centre recognises that the sociopolitical environment has a direct influence on the experience of women in society; and further considers the intersections of power and privilege and how this shapes the diverse experiences of women and their access to opportunities and resources. The Women's Centre embraces a strong commitment to social and political change to support the safety and wellbeing of all women.

The Women's Centre offers a Specialist Homelessness Service, a Women's Health Service and the Townsville Sexual Assault Support Service which is a key partner within the Sexual Assault Response Team – Townsville Region. The Women's Centre provides trauma and violence informed therapeutic counselling, crisis support, holistic and practical case management support, advocacy, information and referrals to other appropriate services and therapeutic and social inclusion groups. Services offered may be centre based, mobile, outreach and/or co-located in other locations as appropriate.

The Women's Centre aims to promote meaningful personal, social and political change by validating women's experiences, advocating for women's rights and working towards the prevention of gendered violence through awareness raising, community education and social action.

- **Employees also may be required on occasion to work outside ordinary hours**

#### Responsibilities

- To work towards achieving the objectives of NQCWS.
- To demonstrate an understanding and commitment to social justice and feminism and to foster

an environment dedicated to the celebration and promotion of feminist principles.

- To meet the requirements of the service agreement with the government.
- To provide expert advice to the team that will facilitate and contribute to the safety and support of victims of Sexual Assault and to the health and well-being of women within the target group.

### **Target Group**

- Community education will be provided to those requesting it as well as those groups identified as requiring further skills, knowledge and information related to women's health and sexual assault.

### **Service Provision**

- Community education will be at the most appropriate venue.
- Services will be provided in a safe, trauma informed and timely manner.

### **Duties**

- Coordinate, develop and facilitate community education and training for government and community organisations within Townsville and its region.
- Participate in local and state networks where appropriate.
- Develop and facilitate groups for young women and women.
- Facilitate other health services to provide clinics at The Women's Centre to increase women's access to those services.
- Support other women-based services and/or projects as appropriate.
- Provide training to Staff and supervise tertiary level students as required.
- Provide coaching and mentoring to new and less experienced staff.
- Lead reviews of community education and related practice and revise and update the practice guide where appropriate.
- Provide reports or write funding or policy submissions to government as required.

### **Administration**

- In consultation with the Leadership team, plan work schedules for efficient use of time and resources.
- Use current case management system.
- Record and collate monthly statistics for organisational purposes.
- Assist in providing case study data and statistics for the purpose of project work or reports.
- Organise workload effectively to include preparation and follow up time.
- Participate in Professional Development, Staff Training and Supervision.
- To participate with the Coordinator, other staff and management in Women's Centre meetings, policy formulation and the planning of future directions of the Service

### **Community Education - Partnerships and Collaboration**

- Provide timely community education/training on relevant Women's Health and Sexual Assault issues. Provide a range of education and awareness opportunities to organisations and educational institutions including Police, Health and Welfare Professionals, Schools, University.
- Improve referral pathways for women by strategically working with government and social service organisations.
- In conjunction with other staff, identify and facilitate social action responses which may include International Women's Day, Reclaim the Night and Sexual Violence Awareness Month
- Participate in peak body networks and forums in consultation with the Senior Counsellor, Team Leader and/or Coordinator.
- Be prepared to respond publicly to the debate on sexual assault and women's health issues.
- Promote social justice and the equality of women within social systems and in society generally.

## **Award Classification**

- Commensurate with experience under the SCHCADS Award –Level 5

## **Responsible to**

- Women's Health and Sexual Assault Counselling Team Leader

## **Previous experience**

- Three or more years' experience working in the Women's Health and/or sexual assault field, counselling or related areas.
- Ability to develop, facilitate and activate community education and training in social and emotional women's health and/or sexual assault issues for government and community sectors.
- Ability to show initiative, lead and project plan using consultancy and engagement skills.
- Demonstrated knowledge and experience incorporating a feminist analysis of violence against women.
- Demonstrated abilities to provide information and referral, crisis and ongoing counselling, with clear frameworks and theoretical knowledge.
- Demonstrated knowledge and experience working with women in relation to complex matters in case coordination, support work and counselling.
- Demonstrated high levels of verbal, written and interpersonal communication skills.
- Demonstrated knowledge and experience in working with women from diverse cultural backgrounds, and/or access services which would assist women particularly those who are disadvantaged.
- Demonstrated knowledge and experience in working with First Nations Women.
- Demonstrated ability to lead, mentor and respond as a go to person for your colleagues.

## **Education**

- Tertiary qualifications in Social Sciences/Social Work.

### **Essential Registrations:**

- Current Working with Children Blue Card.
- Current valid Queensland, Open, C class driving licence.
- Right to Work (Australian/New Zealand passport; Australian/New Zealand Birth Certificate or Citizenship Certificate or International Passport & Visa)

## **Mandatory documents**

- Tertiary qualifications in Social Sciences/Social Work
- Qld Working with Children Check (Blue Card)
- Current valid Queensland, Open, C class driving licence
- Right to Work Documents (eg. Birth Cert, Passport, VISA)

## Checklists

- **Onboarding Checklist:** Onboarding Checklist
- **Offboarding Checklist:** Offboard Checklist