

## POSITION DESCRIPTION

<b>JOB TITLE</b>	Counsellor – Sexual Assault Support
<b>STATUS</b>	Full-time or Part-Time
<b>DATE</b>	January 2023
<b>REPORTS TO</b>	Counselling Lead
<b>AWARD</b>	Social, Community, Home Care and Disability Services Industry Award 2010, Level 6.1 to 6.3 (depending on experience)

### ABOUT LAUREL HOUSE

Laurel House provides a range of trauma-informed, evidence based, therapeutic services to victim-survivors of sexual assault, and for children and young people who use harmful sexual behaviours.

We also develop and deliver a broad range of programs to adults, young people and children including the provision of therapeutic face-to-face counselling at our centres located at Launceston, Devonport, and Burnie and through outreach locations across North and Northwest Tasmania. Laurel House is partnering with the Tasmanian Government in the delivery of the northern Arch centre, the new multidisciplinary centres for victim-survivors of sexual harm set to open in mid-2023.

Our team also provides community education programs focused on the prevention of sexual harm and on supporting parents, carers and service providers to better respond to disclosures of sexual violence. Laurel House is funded by the Australian Government to specifically build capacity of the workforce who support victim-survivors with disabilities.

### PURPOSE OF THE ROLE

As a skilled and valued member of the Laurel House team and reporting to the Counselling Lead in the region, this position is expected to provide a high standard of trauma-informed clinical practice working with victim-survivors of sexual assault and children and young people with harmful sexual behaviour, while observing professional standards, legislation, and confidentiality.

### KEY RESPONSIBILITIES AND ACCOUNTABILITIES

- Provide confidential, client focused face-to-face and telephone counselling and support for adults, young people, children and non-offending family members and their support people who are affected by sexual violence.

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- Monitor client progress against goals and positive outcomes that they have identified, and tailor a response to individual victim-survivors considering their diverse characteristics, attributes and experiences, and their preferences and perspectives.
- Provide culturally sensitive, trauma-informed intake and assessments along with providing information regarding Laurel House's services, supports, options, referrals and waiting lists.
- Work collaboratively with other organisations to ensure that clients have access to the support they need and to minimise the impact of sexual harm.
- Respond to the needs of clients who have experienced a recent sexual assault by supporting victim-survivors through legal and medical processes.
- Undertake urgent risk assessments and to ensure the safety of victim-survivors and other people including children and young people using harmful sexual behaviours and their peers.
- Undertake brief counselling to support victim-survivors during periods of distress
- Update and maintain client records and files according to Laurel House policy and prepare court reports and provide credible witness when required.
- Contribute to the planning, implementation and evaluation of Laurel House's counselling and education programs.
- Participate in outreach and early intervention and prevention educational programs.
- Listen to and advocate for the needs of clients within Laurel House and promote the voices and resilience of victim-survivors more broadly within the service system.
- Work as part of the larger Laurel House team attending team meetings and staff training as required.
- Actively participate in organisational quality improvement initiatives.
- Act ethically towards all clients especially children and ensure at all times that the safety and wellbeing of children is protected.
- Other duties/projects as directed by the Counselling Lead or CEO.

### SELECTION CRITERIA

#### Essential Criteria

1. Demonstrated experience working with clients (adults, children and young people) in the delivery of evidence-based trauma-informed counselling.
2. Demonstrated knowledge of the impacts and dynamics of sexual assault and violence with the ability to incorporate a trauma-informed framework into interventions

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with people of all ages, their caregivers, and in the delivery of community education in relation to sexual violence.

3. Highly developed interpersonal and communication skills, both written and verbal, with experience in the preparation of confidential client records and formal reports.
4. Ability to quickly acquire working knowledge of Tasmanian and Federal legislation/regulation and national quality standards pertaining to sexual assault, family violence, child safety and wellbeing and related legislation.
5. Demonstrated personal commitment to continuous quality improvement, professional learning, and reflective practice of self and team.
6. Demonstrated ability to work ethically and autonomously and contribute as a member of the team.

### **Desirable Criteria**

1. Experience working with children and young people who use harmful sexual behaviour.
2. Experience working with diverse communities or lived experience of diversity including Aboriginal and Torres Strait Islander, LGBTQIA+, migrant, culturally and linguistically diverse and people with disability.
3. Experience delivering training to young people and adult learners.

### **OTHER POSITION REQUIREMENTS**

- Bachelor's degree in psychology, social work, counselling, or equivalent qualification, or occupational therapist with mental health accreditation.
- A minimum of three years practice experience.
- A current Working with Vulnerable People Card.
- A satisfactory National Police Certificate.
- If psychologist or occupational therapist, registration with AHPRA. If social worker or counsellor eligibility for membership of relevant professional association.
- Current drivers' licence.
- Must hold Australian citizenship, be a permanent resident of Australia or possess a relevant temporary visa with permission to work rights.
- Participation on the after-hours roster approximately 6 times per year.
- Regular intrastate travel will be required to fulfil the duties of the role.

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This job description serves to illustrate the scope and responsibilities of the post and is not intended to be an exhaustive list of duties. You will be expected to perform other job-related tasks requested by the CEO and as necessitated by the development of this role and the development of the organisation.

### **LAUREL HOUSE'S COMMITMENT TO DIVERSITY**

The expertise, lived experience and cultural wisdom of Aboriginal and Torres Strait Islander, LGBTIQA+, migrant, culturally and linguistically diverse, and people with disability are valued by Laurel House. Applicants from these groups and people with parenting/caring responsibilities are strongly encouraged to apply.

### **STATEMENT OF COMMITMENT TO CHILD SAFETY**

Laurel House has zero tolerance for child abuse and has systems to protect children and young people from abuse. We take all allegations and concerns very seriously and responds to them consistently in line with our policies and procedures. We actively work to listen to and empower children and to providing an inclusive and safe environment for all children and young people. In particular, we are committed to promoting cultural safety and to ensuring that the diverse needs of children and young people are met.

### **POSITION DESCRIPTION APPROVAL**

Kathryn Fordyce

Chief Executive Officer

Date: January 2023