

## Position Description

This position description is available in large print and other accessible formats upon request.

<b>Position Title</b>	Family Violence Children's Worker
<b>Directorate / Service / Program</b>	Family Safety & Therapeutic Services / Safe at Home
<b>Reports to</b>	Team Leader, Safe at Home
<b>Location</b>	North Geelong
<b>Classification</b>	Social, Community, Home Care and Disability Services Industry Award Level 6
<b>Date Revised</b>	March 2026

### About Us

We are Meli, inspired by the word Meliorism. The belief that the world can be made better through human effort.

Meli is a Victorian not-for-profit organisation, offering a unique combination of services to support members of our community throughout their lifetime, from early childhood through to adolescence and adulthood.

Everyone faces challenges occasionally, and Meli is here to lend compassionate help, and to take a preventative and early response approach – no matter how big or small a problem.

**Our Purpose:** Supporting people, strengthening communities.

**Our Vision:** A fair, safe and inclusive community where everyone can thrive.

**Our Values:** Build Connection, Show Courage, Inspire Action, Celebrate Difference, Be Dynamic.

**To learn more about Meli please visit our website [www.meli.org.au](http://www.meli.org.au)**

### Position Overview

The Children's Worker operates as part of the Safe at Home whole-of-family response and works closely with the Victim Survivor Practitioner and the Person Using Violence Practitioner to deliver coordinated, child-centred and safety-focused interventions.

The role contributes specialist children's expertise to integrated risk assessment, safety planning and case management, ensuring children's safety, recovery, wellbeing and child voice are considered across all family violence interventions.

## Key Accountabilities

**Duties of this position may include, but are not limited to the following:**

- Operate as part of the Safe at Home whole-of-family response, working closely with the Victim Survivor Practitioner and the Person Using Violence Practitioner to deliver coordinated, child-centred and safety-focused interventions.
- Undertake comprehensive, child-centred and MARAM-aligned family violence risk assessments with children and young people, contributing specialist children's expertise to integrated family risk assessment and management.
- Provide intake, assessment, safety planning, family violence psychoeducation and therapeutic support to children and young people experiencing and impacted by family violence, ensuring the best interests of the child are paramount in all decision-making.
- Assess a child or young person's readiness and suitability for therapeutic engagement, including individual counselling, group work and child-inclusive practice and facilitate referrals to other services if needs are beyond the scope of a Safe at Home children's response.
- Develop, implement, review and adapt developmentally appropriate therapeutic care and support plans that prioritise children's safety, wellbeing and recovery.
- Deliver trauma-informed counselling, play-based and creative interventions, child consultations, child-inclusive practice and group programs, aligned with evidence-based approaches and family violence frameworks.
- Work collaboratively with parents, alongside the Safe at Home Practitioners, to strengthen parenting capacity, protective behaviours and parent-child relationships.
- Where assessed as appropriate and safe, collaborate with the Person Using Violence Practitioner to support insight into the impact of family violence on children and promote safer parenting behaviours as part of Safe at Home's behaviour change intervention.
- Contribute to coordinated, whole-of-family safety planning and risk management, ensuring children's lived experience, voice, developmental needs and safety inform all Safe at Home interventions.
- Initiate and participate in joint case planning, multidisciplinary case management and information-sharing meetings with internal and external professionals, in line with MARAM and relevant Information Sharing Schemes.
- Provide secondary consultation and specialist advice to the Safe at Home and external services working with children regarding children's safety, trauma responses, development and therapeutic needs.
- Deliver onsite and outreach services across Meli and partner sites, ensuring culturally safe, inclusive and accessible responses for children and families.
- Facilitate and support therapeutic and psycho-educational group work for children and young people impacted by family violence, as required.
- Ensure planned exit and case closure processes occur with careful consideration of ongoing risk, safety and support needs for children and their parent/carer.
- Maintain accurate, timely and high-quality case records and data, and work within Meli's Common Practice Approach, Child Safe Standards, Trauma-Informed Family Violence frameworks, MARAM responsibilities, and supervision and continuous improvement requirements.

- Support program evaluation efforts by providing relevant data, feedback, and insights, and foster strong partnerships between Meli and McAuley to enhance the effectiveness and collaboration of the Safe at Home response.

### **Organisational Accountabilities:**

- Other reasonable duties as directed
- Apply Meli's quality and risk management frameworks
- Understand and comply with the standards of a child safe organisation in both practice and culture
- Active involvement in professional development to build knowledge and skills
- Make decisions following the values, and the relevant standards, practices, policies, procedures, regulations, industrial instruments and legislation

### **Qualifications, Skills, and Experience**

- A tertiary qualification in social work, psychology, counselling, family therapy, child and youth studies, or a related human services or behavioural science discipline, and meeting the minimum mandatory qualifications for Specialist Family Violence Practitioners as defined by Safe and Equal Victoria (and relevant funding bodies).
- Demonstrated experience providing therapeutic counselling or casework to children and young people impacted by family violence, including play-based, creative and/or child inclusive practice, and working collaboratively with parents/carers to strengthen child safety and wellbeing.
- Strong knowledge of child development, complex trauma and the impacts of family violence on children, with well-developed skills in professional judgement, ethical and reflective practice, documentation, and working within legislative, policy and information-sharing frameworks.

### **Other requirements of the role**

All employees must undergo and maintain a range of satisfactory checks as a condition of employment. These include:

- Working with Children Check
- National Coordinated Criminal History Check (NCCHC)
- International Police Check (if required)
- Have the right to work in Australia

### **Key Stakeholders**

- Meli employees
- McAuley Community Services for Women
- DFFH Child Protection
- DFFH Housing
- Victoria Police
- Barwon Orange Door
- Legal Representatives

- Other community service organisations

## Physical requirements & Environmental Conditions of the role

Meli is committed to creating inclusive spaces that are accessible for everyone by reducing and/or removing barriers through reasonable adjustments.

The following table shows the physical and psychological work environment characteristics that have been identified as part of this role. Where possible, Meli will make reasonable adjustments to support individuals to succeed in their roles.

Required Activities / Working Environment	Frequency
<b>Computer based tasks, sedentary position, office based</b>	Often
<b>Repetitive manual tasks</b>	Often
<b>Working in buildings which may have stairs</b> <i>(Reasonable adjustments can be made)</i>	Sometimes
<b>Driving, in &amp; out of vehicles</b> <i>(If driving is required, must hold current Victorian Driver Licence)</i>	Often
<b>Bending, lifting, pushing, pulling</b>	Often
<b>Working alone or at a co-located site</b>	Sometimes
<b>Confrontational/confronting situations</b> <i>(Due to the nature of our work, there may be times when staff are exposed to content, behaviour, language and/or situations that can be confronting)</i>	Sometimes
<b>Working outside in differing weather conditions</b>	Rarely
<b>Working on-call and/or after hours</b>	Sometimes
<b>Attending external locations including client homes</b>	Often

## Inclusion Statement

Meli is committed to being a place where everyone has a sense of belonging.

We embrace the unique perspectives and experience of our people and our community, and their voice is at the heart of our values and decision making.

We aim to be courageous as we learn, grow, and evolve as an accessible, inclusive and safe organisation for people of all identities.

We are working to create a team of people who reflect the diverse community we support. Aboriginal and Torres Strait Islander, LGBTQIA+, culturally diverse people, those living with a disability, and those looking to return to the workforce following a break in their career, are encouraged to apply for our roles.

## Child Safety Statement

Meli is committed to child safety in every aspect of the organisation. We take deliberate steps to protect children from physical, sexual, emotional, and psychological abuse and neglect. Our organisation fosters openness to create a culture in which everyone – staff, parents, carers, and children – feel confident, enabled, and supported to safely disclose child safety or wellbeing concerns.

We have zero tolerance of any abuse or maltreatment of children. We are committed to ensuring children and young people are able to actively participate in decisions that affect their lives.

We understand our legal and moral obligations to treat any child safety concerns seriously. We report any allegations and wellbeing concerns to authorities. We are committed to the cultural safety of all children and young people. This includes providing a safe environment for children and young people with a disability, who are Aboriginal and Torres Strait Islander, from culturally and/or linguistically diverse backgrounds or who identify as LGBTQIA+.

Meli's policies and practices promote the safety and wellbeing of children and establish an effective, consistent approach to prevent, respond to and encourage the reporting of allegations of child abuse and harm.

All children, their families and carers should feel welcome at Meli, including feeling able to express their identity and raise concerns about their own or others' safety.

## Employee Declaration

I have read and understood this Position Description and in signing this document agree that I can fulfill all the requirements of the position described in this document. Additionally, I agree to notify management immediately of any change in my capacity to meet any of the requirements outlined in this Position Description.

<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>

**Note:** The intention of the position description is to provide an outline of scope and responsibilities, at a point in time. Please note, responsibilities may evolve in accordance with organisational needs.