

## Position Description

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

<b>Position Title</b>	Senior Counsellor
<b>Directorate / Service / Program</b>	Family Safety and Therapeutic Services / Family Violence
<b>Reports to</b>	Team Leader
<b>Location</b>	South Geelong
<b>Classification</b>	Social, Community, Home Care and Disability Services Industry Award Level 6
<b>Date Revised</b>	September 2025

### 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

This role will deliver therapeutic interventions to individuals who use violence in intimate and family relationships, with a focus on addressing trauma and mental health as contributing factors. This position sits within Meli's Family Violence Intervention Centre and contributes to integrated service delivery aligned with the MARAM framework.

In March 2018, Bethany established the Men's Family Violence Intervention Centre. This Centre provides a coordinated response, designed to increase accountability and visibility of men who choose to use violence in their family relationships. The service is informed by cutting edge research and emerging practice and will ultimately provide men access to services.

The Centre provides a suite of services including:

**Intake Screening, Triage, Assessment**

**Men's Behaviour Change, Including Young Men's and Modified MBC**

**Men's Case Management**

**Changing Ways- Serious Risk Program.**

**Family Safety Contact**

**Post Participation Group**

**Family Violence Flexible Packages**

**Personal Safety Initiative**

**Victoria legal Aid- Family Advocacy and Support Services (VLA FASS)**

The Specialist Family Violence service delivery environment is currently engaged in a plethora of reform activity as a direct result of the Royal Commission into Family Violence (2015), subsequent recommendations (2016) and significant funding from government. Particular reforms relevant to this role include but are not limited to; The review of the Specialist Women and Children's Case Management service delivery model, undertaken by Urbis Consultancy in 2018, the implementation of the Information Sharing Scheme (2018), developed to increase the lawful sharing of risk relevant information to ensure safety for victim survivors and accountability for perpetrators, and the advent of the MARAM (Multi-Agency Risk Assessment and Management Framework) and the ensuing implementation of the Framework. The Specialist Women and Children Services team promotes safe, equal and just relationships by privileging the safety of women and children, by listening to the voices of children and by a commitment to culturally sensitive practice. Women and Children Services include:

**Specialised Family Violence Support for Women & Children**

**Family Violence Group Work programs**

**Homeless Children's Specialist Support Service**

*Meli prioritizes working with family violence by aiming to lessen the impact of family violence and address perpetrator behaviour. Our services operate from a structural feminist framework that understands family violence is gendered and is resultant of the social construction of male identity and behaviour i.e. masculinity, power and control and reinforced by systems, ideology and behaviours within our society. We pay particular attention to the active identification and management of all risks associated with family violence.*

## **Key Accountabilities**

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

- Conduct psychosocial assessments and develop therapeutic plans that support behaviour change and accountability.
- Provide trauma-informed, person-centred, evidence-based counselling to individuals using violence, addressing underlying mental health and trauma.
- Facilitate individual and group-based therapeutic interventions, including psychoeducation and relapse prevention strategies.

- Maintain clinical records and documentation in accordance with professional standards and organisational policies.
- Apply the MARAM Framework to assess risk, contribute to safety planning, and participate in collaborative risk management processes, including information sharing
- Identify and respond to risk factors affecting victim survivors, including children, and escalate concerns appropriately.
- Ensure therapeutic practice is aligned with MARAM responsibilities for professionals working with people who use violence.
- Work collaboratively with Meli's multidisciplinary team, including case managers, group facilitators, and family violence specialists.
- Liaise with Family Safety Contact Workers to ensure the safety and wellbeing of victim survivors and children, sharing relevant risk information and coordinating responses.
- Participate in case coordination meetings, reflective practice sessions, and interagency collaboration.
- Lead projects and participate in working groups; and provide support to lower classified staff and students
- Provide counselling and support outside standard business hours, including participation in a rotating after-hours roster to meet client needs and enhance service accessibility.
- Contribute to the development and refinement of therapeutic approaches within the perpetrator services stream.
- Support data collection, reporting, and evaluation activities as required under the grant agreement.
- Engage in regular supervision and reflective practice to support ethical and effective service delivery.
- Maintain current knowledge of best practice in family violence, trauma, and mental health interventions.
- Provide secondary consultation and mentoring to other practitioners as appropriate.
- **After-Hours Service Delivery is a requirement of this role.**

#### **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**

- Holds a relevant degree or post graduate qualification in Counselling, Social Work, Psychology or related behavioral science, Criminology, or a related discipline and meets the Mandatory Minimum Qualifications for Family Violence Practitioners by meeting one of the below:
  - Holds a Bachelor of Social Work or equivalent qualification, or

- Have been employed in the specialist family violence workforce before 1 July 2021 with continuous services (has not had a break from this work for more than 4 years), or
- Brings significant cultural knowledge or lived experience and is working towards a Bachelor of Social Work or equivalent qualification, or
- An understanding of the gendered nature of family violence and the impact upon victim survivors, babies, children, young people and families
- Ability to specifically identify and work against collusion and minimisation of male perpetrated? family violence
- Understanding and experience in delivering evidence-based psychological interventions for a range of common and complex presentations
- Well-developed observational, conceptual and analytical skills, together with highly developed interpersonal and communication skills including written mediums to assist with program development, data collection, evaluation and key stakeholder engagement

## 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 (NCCCHC)
- International Police Check (if required)
- Have the right to work in Australia

## Key Stakeholders

- Meli employees
- DFFH Child Protection
- DFFH Housing □ Victoria Police
- Barwon Orange Door
- Legal Representatives
- 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
Computer based tasks, sedentary position, office based	Often

<b>Repetitive manual tasks</b>	Often
<b>Working in buildings which may have stairs</b> (Reasonable adjustments can be made)	Sometimes
<b>Driving, in &amp; out of vehicles</b> (If driving is required, must hold current Victorian Driver Licence)	Sometimes
<b>Bending, lifting, pushing, pulling</b>	Sometimes
<b>Working alone or at a co-located site</b>	Sometimes
<b>Confrontational/confronting situations</b> (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)	Sometimes
<b>Working outside in differing weather conditions</b>	Rarely
<b>Working on-call and/or after hours</b>	Often
<b>Attending external locations including client homes</b>	Rarely

## 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.