

Duty Statement

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| Agency | Legal Aid NT | Work unit | Social Support Practice – Domestic Violence Legal Service |
| Job title | Safety and Wellbeing Caseworker | Designation | Administrative Officer 5 (AO5) / Professional 2 (P2) |
| Job type | Full Time | Duration | 12 Months |
| Salary | \$88,297 - \$107,554 plus Superannuation (salary packaging options available) | Location | Darwin |
| Position number | 040066 | Closing | 4pm Thursday, 12 December 2024 |
| Contact Officer | Human Resources on 08 8999 3000 or recruitment@legalaid.nt.gov.au | | |
| About the agency | www.legalaid.nt.gov.au | | |
| Apply online | Please submit applications to recruitment@legalaid.nt.gov.au | | |

Information for applicants

To be considered for this position, applicants must attach a resume, a statement addressing the selection criteria (maximum 2 pages), and copies of your tertiary qualifications.

Inclusion and diversity

Legal Aid NT values diversity. We encourage people from all diversity groups to apply for vacancies and accommodate people with disability by making reasonable workplace adjustments.

About Legal Aid NT

Legal Aid NT is an independent statutory authority established under the *Legal Aid Act 1990* (NT). Our purpose is to ensure that people in the Northern Territory understand their legal rights and disadvantaged people have access to quality legal services, and to uphold a fair Northern Territory and national justice system.

Context statement

The Domestic Violence Legal Service (DVLS) is a specialised standalone service operating under the auspices of Legal Aid NT, providing information, education, advocacy, referral, legal and social support, legal advice, and legal representation services to victims of domestic violence in the Darwin and Greater Darwin area.

This position is highly valued in both the DVLS and Social Support team, is supported by the Social Support Practice Framework, and participates in professional supervision with the Social Support Manager, and the Social Support team reflective practice.

Primary objective

The Safety and Wellbeing Caseworker (SWC) will provide therapeutic support to individuals and children responding to domestic and family violence who are accessing services through DVLS. This position sits under the supervision of the Manager of the Social Support Practice in close collaboration with the Managing Solicitor of the Domestic Violence Legal Service.

Key duties and responsibilities

1. Provide client centred crisis and short to medium term case work to clients of DVLS and implement evidence-based interventions with individuals from diverse backgrounds which responds to their immediate and medium term needs.
2. Develop and implement a clear case plan in partnership with clients, collaborating and communicating effectively with colleagues in the DVLS team and external support services.
3. Provide accurate and timely information, advocacy, support, referral, and resources to clients who are experiencing or who have experienced domestic and family violence.
4. Apply best practice screening and risk assessment processes for individuals and children experiencing domestic and family violence and implement appropriate safety planning mechanisms.
5. Ensure emergency basic necessities are supported at critical times through the provision of brokerage and appropriate referrals to support services, including keeping accurate and up to date records of brokerage spending and resources.
6. Provide secondary consultation and guidance to other professionals in the social support team, to strengthen their practice responses to presentations of domestic and family violence.
7. Ensure that services are adaptable and meet the needs of clients from diverse cultures and communities, in particular Aboriginal and Torres Strait Islander peoples, CALD communities, and individuals living with disabilities.
8. Provide appropriate support in an outreach capacity when safety has been adequately assessed, including at the Local Court, and external organisations.
9. Promote, attend, and proactively engage in relevant network meetings and work collaboratively with key stakeholders.
10. Work collaboratively to contribute to internal and external policy development, community legal education and training as relevant.

11. Maintain and adhere to procedures for the position including data collection, case notes, program evaluation and reports on program outcomes and other relevant documentation and records in accordance with the funding agreement, service plan, confidentiality, and legislative requirements.

Selection criteria

Essential

1. A degree in social work or a related discipline which provides eligibility for membership of the Australian Association of Social Workers, the Australian Community Workers Association, the Australian Psychological Society or equivalent of a minimum of five years direct practical experience working with high-risk individuals and their families in case work.
2. Minimum two years of experience working in the domestic and family violence sector, in particular working with Aboriginal and Torres Strait Islander peoples, CALD communities, and people living with a disability or mental illness.
3. Demonstrated knowledge of the gendered nature and the complex dynamics and nature of domestic and family violence including the assessment of risk and ongoing safety and the provision of brief interventions and casework, including crisis intervention.
4. Demonstrated understanding of trauma, empowerment, and other relevant theories, and an effective ability to apply these in a client centred approach to supporting adults and children experiencing domestic and family violence.
5. Excellent written and oral communication skills, with a particular ability to communicate with vulnerable people including Aboriginal and Torres Strait Islander peoples and people from refugee and migrant backgrounds.
6. Experience in liaising with other agencies and developing networks and contacts in other associated services such as emergency housing women's safe houses, counselling, education legal services and police.
7. Demonstrated ability to maintain client confidentiality and illustrate an awareness of the issues relating to client confidentiality and privacy within the community and the work environment.
8. Demonstrated ability to work collaboratively within a multidisciplinary team with limited supervision, and effective time management skills.
9. Demonstrated strong file note procedures, file management, data entry and reporting.
10. Commitment to legal aid values and an understanding of Northern Territory justice issues and the legal assistance sector.

Further Information

- The successful applicant will be required to obtain and hold a Working with Children Clearance notice and undergo a criminal history check. A criminal history will not exclude an applicant from this position unless it is a relevant criminal history.
- The successful application must hold a current NT 'C' class driver's licence or the ability to obtain as per the requirements of the NT Motor Vehicle Registry (MVR) Road Users' Handbook.