

Position title	Principal Strategic Advisor (Family Violence)		
Position holder	Vacant		
Program	Family Violence Services		
Funded by	Department Families, Fairness and Housing (DFFH)		
Based at location	Horsham or Stawell (remote work considered)		
Reports to	<ul style="list-style-type: none"> • Program Leader Family Violence Services • Manager Family Violence • General Manager Community Services • Chief Executive Officer 		
Direct reports	<ul style="list-style-type: none"> • MARAM Collaborative Practice Trainer and Coordinator 		
Award	Community Health Centre (Stand Alone Services) Social and Community Service Employees Multi Enterprise Agreement 2022		
Classification	SACS 6.1		
Hourly rate	\$51.90	Annual	\$82,044 to \$102,554
Status	Part time or full time		
Hours per week	30.4 – 38 (may reduce to 20 hours per week at the end of 12 months)		
PD last updated and approved by CEO	May 2024		

Position summary

The Wimmera Southwest Family Violence Partnership (WSWFVP) has been established to provide sector governance and leadership, capacity building, strategic integration, planning and advocacy across the ten Local Government Areas (LGAs) that make up the DFFH Wimmera Southwest area.

The Wimmera LGAs covered by the WSWFVP include the Shires of Northern Grampians, West Wimmera, Hindmarsh, Yarriambiack and The Rural City of Horsham. The South West LGAs covered by the WSWFVP include the Shires of Glenelg, Southern Grampians, Moyne, Corangamite, and The City of Warrnambool. This position is responsible for the Wimmera sub regional area.

The Principal Strategic Advisor (PSA) will work closely with the WSWFVP Independent Chair and the South West PSA to lead and support the work of the Partnership, and provide strategic leadership within the Wimmera local service system and functions in accordance with the Partnership Agreement.

The regional auspice agencies for dedicated Partnership roles (Principal Strategic Advisors, PSA) are Grampians Community Health (GCH) in the Wimmera and The Sexual Assault and Family Violence Centre (SAFV Centre) in the South West.

Key responsibilities

1. Drive the local implementation of key family violence reforms, including coordinating and overseeing the delivery of MARAM Collaborative Practice Training for the Wimmera area.
2. Support overall strategic coherence in the work of the WSWFV Governance Partnership Committee, Operations Committee and Local Area Planning Groups.
3. Support the sound governance and operations of the WSWFVP.

4. Support the development, implementation, and operationalisation of the WSWFVP Strategic Plan and Local Area Action Plans.
 5. Ensure that WSWFVP activities and priorities are aligned with the WSWFVP Strategic Plan.
 6. Provide informed, considered, and evidenced advice on service integration and policy to the committee, government, and other professionals.
 7. Provide the coordination, contract management, monitoring and reporting of the delivery of any WSWFVP initiatives.
 8. In collaboration with the Independent Chair and South West PSA, ensure all annual reporting and planning for the Partnership is completed, including financial reporting and budget oversight.
 9. Provide partnership updates, including progress reports, at all relevant forums and meetings.
 10. Work collaboratively with and in support of the independent chair of the WSWFVP and the South-West PSA.
 11. Act as an information conduit between the sector, local areas, peak bodies, government and other regional governance structures.
 12. Develop and maintain effective communication strategies to ensure the members of the WSWFVP are kept well informed of decisions, the progress of initiatives and strategic engagement.
 13. Maintain an up-to-date knowledge of the family violence legislative and policy environment and alert the WSWFVP of opportunities to advance their strategic agenda.
 14. Provide overall logistical and secretariat support for meetings as required.
 15. Collate and analyse local system information and perspectives to develop insights and identify issues, gaps and priorities to inform planning for local system improvement and the local implementation of statewide reforms.
 16. Foster strong connections and maintain a professional and collaborative relationship with local organisations, key regional networks and groups, and other sector professionals.
 17. Represent the WSWFVP in all relevant local, regional and state-wide forums.
 18. As directed, attend and participate in appropriate networks, meetings, forums, conferences etc. as they relate to and support the work of the WSWFVP.
 19. Provide supervision and support to students as required.
 20. Other duties commensurate with current skills and experience as agreed with the Program Leader, Manager, General Manager or the Chief Executive Officer.
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Key selection criteria

Qualifications

- Appropriate tertiary degree level qualifications in Social Work, Health, Community Development or related discipline.

Mandatory

- Well -developed and demonstrated understanding of the causes and complexities of family violence
- Knowledge of the family violence service system and relevant government policy.
- Well-developed strategic leadership, collaborative partnership and stakeholder engagement skills.
- Demonstrated ability to write high quality documents for a variety of audiences and to make confident verbal presentations.

- High level strategic and critical thinking, including the capacity to collaborate both at the local and state-wide levels to meaningfully influence improvements to local systems and the direction of State-wide reforms.

Desirable

- Demonstrated experience in project management.
- Experience in working at a strategic level with a broad range of key stakeholders and across different service sectors.

Demonstrated skills and experience

- Demonstrated attention to detail with well-developed administrative and organisational skills to effectively manage high volumes of work and determine priorities, meet targets and deadlines.
- Ability to maintain confidentiality at all times.
- Demonstrated knowledge and application of computer software, including Microsoft Office and the Internet.
- High level verbal and written communication skills that enable effective and appropriate communication with a broad range of people at all levels.
- Demonstrated ability to contribute to positive workplace culture and practices.

Licences and registrations

- Current Victorian driver licence
- Current National police check (less than 3 months old)
- Current Employee Working with Children Check

Personal attributes

- Empowering
 - Professional
 - Inclusive
 - Compassionate
 - Courageous
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Conditions of employment

This position is ongoing and is subject to:

- Successful completion of a six-month probationary period

And requires the following checks:

- Satisfactory police check
- Employee Working with Children Check

Note: Checks must be obtained and provided prior to commencement as a condition of employment at Grampians Community Health. Where check results are unsatisfactory in relation to the role to be carried out, the offer of employment will be withdrawn.

Required training

- MARAM Brief and Intermediate.
 - Sentiont online learning management system courses as required.
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Employee acceptance of position

Employee signature

Vacant

Date