

Position Details	<p>Position Title</p> <p>Project Worker – Prevention of Violence & Gender Equality (East Gippsland)</p>
	<p>Employment Type</p> <p>0.7 FTE Fixed term to 30 June 2022</p> <p>Flexibility to include some evening and/or weekend work.</p>
	<p>Remuneration and conditions</p> <p>This is a level 4 position under the SCHADS Award.</p> <p>Position negotiated according to qualifications, training and years of experience in similar organisations and/or roles.</p> <p>The organisation offers employees the opportunity of salary packaging (Salary packaging is subject to legislative requirements and in accordance with GWH policy.)</p> <p>In addition to four weeks annual leave staff may be entitled to additional days leave across the Christmas/New Year period dependent on organisational requirements and capacity.</p> <p>Flexible work arrangements apply.</p> <p>GWH has a time-in-lieu policy for overtime worked outside the designated flexi time arrangements.</p> <ul style="list-style-type: none"> • All new appointments will be reviewed regarding ongoing employment prior to the 6 month anniversary of initial appointment. • Privacy and Confidentiality Agreement required. • Code of Conduct Agreement required. • Successful applicants will be required to undergo a police check and Working with Children Check
	<p>Exemption</p> <p>EOE H60 /2018 – this position is open only to women and people whose gender identity is female.</p>
	<p>Location</p> <p>GWH has a flexible working policy and as such, employees may work from home, or from another negotiated location. However, the designated place of work is the Gippsland Women’s Health Service office at 56B Cunninghame St, Sale and staff are expected to be able to attend the office in person as required. This role may have an East Gippsland based location.</p>
	<p>Reports to</p> <p>Manager Health Promotion, Prevention and Gender Equality</p>

<p>Organisational Context</p>	<p>Gippsland Women’s Health is the lead organisation for women’s health promotion, gender equity, prevention of violence against women and family violence system leadership in Gippsland.</p> <p>GWH aim to improve women’s health, wellbeing and freedom of choice by advancing women’s health and well-being, gender equity and working to prevent violence against women.</p> <p>Our Vision is an equal and respectful Gippsland for all women. In line with our vision, we:</p> <ul style="list-style-type: none"> • put women’s experiences first; • are inclusive and respectful; • value the contributions of our partners; • have the courage to innovate and build the evidence base; and • Are bold in our efforts to achieve fairness and justice for all women in Gippsland.
<p>Position Summary</p>	<p>Key Objective</p> <p>The Project Worker, Prevention and Gender Equality (East Gippsland) is a member of the GWH Health Promotion and Gender Equality Team and is responsible for actively assisting in preventing violence against women in East Gippsland. This position will work closely with the Project Coordinator, Prevention of Violence and Gender Equality.</p> <p>This fixed-term position has been funded through Bushfire Recovery Victoria’s Primary Prevention of Violence Against Women in Bushfire Affected Communities Grants program, specifically to work with and provide tailored training support to the East Gippsland local government area.</p> <p>The Project Worker takes a lead role in ensuring actions are embedded and advocating for measures that work to redress the gendered and structural inequities that affect the lives of women in East Gippsland with a specific focus on bushfire recovery.</p> <p>In summary, this position will:</p> <ul style="list-style-type: none"> • Assist in strengthening the capacity of local government to prevent family violence and all forms of violence against women, particularly in the context of bushfires and disasters. • Take a lead operational role in partnerships to implement long term strategies that generate and maintain social and culture change required to prevent and reduce violence against women and family violence • Undertake activities including workshop facilitation, resource development, and engaging with key organisations. <p>There is an expectation that all staff undertake professional development and training relevant to their role and to the organisation’s needs, and are committed to continuous knowledge and skill development.</p>

Key Result Areas

Prevention and Gender Equity

This sub-regional operational role is pivotal in assisting the East Gippsland local government area to implement long-term strategies that generate and maintain social and culture change required to reduce family violence and violence against women.

Key responsibilities include:

- Work closely with the East Gippsland Shire Council and other organisations to ensure open communication and best practice strategies are adopted to maximise regional effort in reducing violence against women and their children
- Provide operational guidance, support and advocacy to communities across East Gippsland to promote and contribute to the prevention of violence against women and their children.
- Ensure strategies are implemented to build on workforce capability and capacity including facilitating training opportunities
- Ensure Making the Link and Bystander training is promoted, available and delivered across East Gippsland as negotiated
- Initiate and participate in sub-regional coordinated prevention activities and events
- Actively participate with the East Gippsland Shire Council, other organisations and GWH staff in effective and coordinated communication and marketing strategies including the development of relevant resources
- Ensure systems thinking, program logic, evaluation and research are in built mechanisms to prevention, promotion and training activities
- Ensure any reporting requirements are submitted in a timely manner
- Promote a research and evaluation agenda and ensure that social impact measurements are identified, embedded and reported
- Ensure recommendations are provided to the Manager Health Promotion, Prevention and Gender Equality and the GWH CEO
- Identification, collation and analysis of local needs, trends and data to inform the development of regional prevention initiatives.
- Identification, documentation and promotion of successful local prevention initiatives

Key organisational responsibilities

Communications, Collaboration and Relationships

- Participate in staff meetings and team development and the GWH annual review of strategic directions.
- Play an active role in accomplishing GWH goals by participating in a range of activities and interactions geared towards achieving the objectives in the organisation's strategic plan.
- Actively foster a workplace culture of tolerance and learning and provide support to others.
- Participate in and support safe work practices to ensure a safe work environment for service users, community, staff and visitors.

Effective Organisational Systems

- Assist in the implementation of the organisation's communications strategy as required.
- Ensure collaboration and integration across and between GWH programs and services to promote organisational goals and objectives.
- Actively participate in cross-stream mechanisms to facilitate links within and between the various work streams across the whole organisation.
- Support and engage in activities and behaviors that actively promote the development of a positive organisational and workplace culture in line with the principles of the organisation and the expectations of GWH values, vision and strategic plan.

Administration and Documentation

- Maintain data collection systems and processes as required.
- Prepare project reports as required.
- Prepare and manage approved work plan.
- Perform relevant administrative tasks and procedures as required
- Ensure that all documentation is accurate and completed in a timely manner.

Quality & Continuous Improvement

- Promote equity principles in all aspects of the role.
- Support ongoing organisational and workforce development programs.
- Participate in and contribute to quality improvement programs and activities.

Key Selection Criteria

Essential

- Tertiary qualifications in health sciences, social policy, health promotion, community development or a related discipline
- Demonstrated understanding of the nature and dynamics and the social and political context of gender based violence, including awareness of issues relating to diversity
- Exceptional skills in stakeholder management and the ability to develop effective and collaborative working relationships to deliver effective community engagement activities.
- Demonstrated experience in the development, delivery and evaluation of primary prevention and early intervention initiatives within a free from violence context
- Excellent interpersonal and high-level communication skills that support the capacity to promote and represent GWH.
- Highly developed conceptual and analytical skills and the ability to develop written reports
- Understanding of, and commitment to intersectional feminism and social justice principles.

Desirable

- Post-graduate qualifications in essential discipline highly regarded
- Certificate IV in training and development is highly desirable

Aboriginal and Torres Strait Islander women are encouraged to apply.

Key Behaviours

- Strength based and self-motivated
- Respectful communication between staff and all stakeholders
- Ability to collaborate in challenging and rapidly changing contexts
- Proven resilience under sustained pressure

Performance Monitoring

This position description is fixed term until 30 June 2022

Application Details

Written applications addressing the Key Selection criteria, marked 'Confidential' and submitted to Melanie Brown, Manager Health Promotion, Prevention and Gender Equality, Gippsland Women's Health at:

Mel.brown@gwhealth.asn.au