

Position Title:	Social Worker
Terms of Employment:	Ongoing, part-time
Hours	22.8 hours per week
Reporting to:	Principal Lawyer
Direct Reports	N/a
Location:	Level 1, 63 Thomson Street Belmont (remote during COVID pandemic)
Employment Conditions	In accordance with the Community Legal Centres Multi Business Agreement, Social, Community, Home Care and Disability Services Industry Award 2010 (SCHCADS), and applicable legislation
Classification and Pay Rate:	Community Development Worker Level 5
Salary packaging	The benefits of tax-effective salary packaging may be available (including access to Accommodation and Meal Entertainment packaging)

Barwon Community Legal Service

BCLS Vision

A just society in which all people have equal access to, and status under, the law; and a legal system which is humane, fair and equitable.

BCLS Mission

To promote, protect and enhance the rights and interests of individuals, groups and organisations within the BCLS catchment region who are disadvantaged in their access to justice; and contribute to reform of laws and structural inequities to achieve humane, fair and equitable outcomes.

About BCLS

BCLS is an independent not-for-profit community-based organisation, serving the local government areas of City of Greater Geelong, Borough of Queenscliff, Surfcoast Shire, Colac Otway Shire and some regions of Golden Plains Shire since 1986. The service is an incorporated association governed by an independent Board of Directors and receives funding from a number of sources to deliver services across a range of program areas.

Services currently offered include legal information, referral, advice, casework, social work and education for members of the local community. Our model of service provision ensures that work undertaken is reviewed for emerging patterns and trends, and that issues requiring structural change or political intervention are identified and addressed through advocacy, community education and social policy initiatives.

Position Context

The Social Worker will deliver high quality support to women who are experiencing, at risk of experiencing or recovering from family violence. The Social Worker will also work with social work students undertaking professional placement.

The role is embedded within the legal team. While the primary responsibilities sit within the social work clinical program, there is significant interaction with our legal and administrative teams to support our holistic, client centred approach across the organisation.

Decision Making Authority

Decision making authority regarding own day-to-day work flow and social work program.

Key Responsibilities

Direct Client Service Delivery

- Provide a holistic social work support service which includes advocacy, assessment and referral, and case management to improve outcomes for clients
- Collaborate with lawyers working with the client to achieve best outcomes for client
- Mentor and supervise social work students providing services to clients
- Undertake other activities associated with client work
- Outreach support where needed

Ownership and coordination of Social Work program

- Execute Social Work program strategy
- Maintain program processes
- Ensure client work is recorded in the case management system
- Manage any compliance and risk matters
- Develop and strengthen external relationships and networks with local service providers and universities
- Support lawyers to engage their clients in the social work program
- Prepare case studies, service evaluation, including the provision of recommendations, and funding acquittal reporting where applicable
- Represent BCLS on practitioner level networks

Student and Volunteer Supervision

- Develop and maintain a consistent social student placement program and volunteer program
- Recruit social work students for placement
- Provide clinical supervision to social work students undertaking their placement at BCLS

Professional Development

- Participate in staff development/training opportunities
- Participate in regular internal supervisor and external clinical supervision
- Maintain professional knowledge, skills and keep up to date with changes in social work and risk management best practice

General Responsibilities

- Attend internal staff and planning meetings
- Attend BCLS Annual General Meeting
- Attend other events as required
- Attend conferences as required
- Assist with evaluating the program
- Share general office duties as required
- Other Duties as required

Key Selection Criteria (Qualifications, Knowledge & Skills, Personal Attributes)**Mandatory Qualifications**

- Tertiary qualification in Social Work, recognised by the AASW and eligible for membership with the AASW with at least four years post qualifying experience as a social worker

Essential Knowledge and Skills

- Demonstrated skills and knowledge in the provision of social work services to people experiencing disadvantage including: assessment, counselling, crisis management, case management, advocacy, intervention and appropriate referral
- Experience working in community or health-based services such as; housing/homelessness, family violence, mental health, disability or drug and alcohol services, settlement services
- Demonstrated experience working with or within a multi-disciplinary environment, building collaborative relationships across professional boundaries
- Excellent interpersonal and communication skills
- Ability to work independently in a self-directed and self-motivated manner, while also actively contributing to a team based working environment
- Commitment to the principles of equity, access and social justice

Desirable Knowledge and Skills

- Understanding of the principles and practice of the community sector
- Experience working with people from diverse ethnic and social backgrounds
- Experience supervising social work students undertaking placements/field work
- Experience working in or demonstrated knowledge of the justice system and processes in a legal context
- Ability to identify systemic barriers, and work towards systemic change

Personal Attributes

- Ability to contribute to a positive working environment
- Team orientation
- Ability to work under pressure and handle difficult conversations
- Discrete and professional
- Compassionate and empathetic
- Pass a police check

Work Arrangements

Due to the current pandemic, this position will involve an initial working from home arrangement.

Some travel may be occasionally necessary between office sites and to attend outreach locations and/or meetings. Generally, employees utilise their comprehensively insured private vehicles and are able to claim a mileage allowance. Alternatively, taxis are an option.

Note: Under the current government restrictions, and as an authorised provider interacting with the public, Barwon Community Legal Service is required to obtain evidence of COVID vaccination for the successful candidate for this role.