



Position Description

Position Title	Counsellor
Department	Family Law Services
Program	Family Law Counselling
Location	Hobart
Classification Level	Level 4

About Relationships Australia Tasmania

Relationships Australia Tasmania (RA Tas) is a leading provider of relationship support services. We're here to help people and communities thrive by supporting people to create positive connections. Our services are for everyone, regardless of race, social status, sexual orientation, gender identity or intersex status.

Our Values

At Relationships Australia Tasmania we are guided by these values in everything we do:

- Willing to serve
- In it together
- People matter
- Looking forward

Position Summary

Relationships Australia Tasmania provides alternatives to formal legal processes for families who are separated, separating or in dispute to improve their relationships. Family Law Services have a particular role to help families with complex needs.

The role of the Counsellor in Family Law Services is primarily focussed on working with individuals, families and separated couples in response to any type of relationship breakdown, to improve the mental health and/or personal health and wellbeing of individuals. This service helps clients with relationship difficulties to better manage their personal and interpersonal relationship with children and family during or after separation.



Key Areas of Responsibility

- Engage with and assess clients and the impact of their situation on any children, including adult children.
- Provision of professional and appropriate counselling in the context of family separation.
- Provision of therapeutic services to individuals.
- To support individuals to manage the grief and loss associated with relationship breakdown.
- Provide and make referrals to other services for individuals as required.
- Completion of required administrative work associated with client sessions, including maintaining accurate client data and files and working within RA Tas' fee policy.
- Represent Relationships Australia Tasmania at meetings/events as required.
- Any other duties as required and within the general scope of responsibilities of this position.

Position Relationships

Supervisor	Manager – Family & Community Services
Direct Report(s)	Nil
Other(s)	RA Tas clients, external organisation stakeholders, other counsellors and practitioners

Extent of Authority

The Counsellor informs and guides to gain the acceptance of others regarding the practices, systems and processes required to achieve program and service delivery outcomes. Freedom to act is governed by clear objectives and/or budget constraints which may involve the contribution of knowledge in establishing procedures within clear objectives and/or budget constraints where there are no defined established procedures.

Organisational Responsibilities

- Demonstrate professional workplace behaviours at all times in accordance with the organisation's Code of Conduct and Code of Ethics and adhere to all organisational policies, procedures, standards, practices and RA Tas values
- Assist RA Tas to create and maintain a safe and healthy work environment by working safely and adhering to all RA Tas Policy, procedures, standards and practices
- Actively participate in regular Supervision sessions in accordance with the RA Tas Supervision Model and positively engage in continued professional development activities
- As an employee of RA Tas you are required to promote a workplace environment that supports the rights of all employees to live free from violence and adhere to the RA Tas Family Violence Support Policy at all times
- Our organisation is a Child Safe organisation and takes child protection seriously. As an employee of RA Tas, you are required to meet the behaviour standards outlined in our Practice and Behaviour Guidelines

Selection Criteria

Essential Requirements (Skills, knowledge, experience, qualification(s) and/or training)

1. Degree in Social Work, Psychology or equivalent tertiary qualifications that are recognised to deliver therapeutic counselling services in accordance with agency requirements
2. Demonstrated experience in providing a broad range of counselling services
3. Knowledge and understanding of counselling theory and practice, family dynamics and the psychological development of relationships
4. Ability to communicate and engage with clients therapeutically and to assist clients with a broad range of intellectual abilities, motivational levels, and health profiles, and from a range of socio-economic backgrounds
5. Proven knowledge of mandatory reporting, suicide intervention and working with people who may be experiencing family violence
6. Ability to maintain professional independence whilst also participating in a small multi-disciplinary team
7. Capacity to reflect on own practice, with supervisor, peers and self
8. Ability to work within and positively advance the mission and values of Relationships Australia Tasmania

Desirable Attributes

9. Experience working with children and young people experiencing family separation
10. Current drivers' licence
11. Computer literacy

Special Requirements

- The Tasmanian Government has issued a Public Health Direction in relation to people working in health care settings. As such this role requires the successful candidate to be compliant with the direction either by being vaccinated against COVID-19, or to possess a medical exemption from
- Appointment to this position will be subject to a current and satisfactory National Police Check and Working with Children Registration
- Some intrastate and interstate travel may be required in the position

Working Conditions

- Some out of hours work may be required in order to satisfy operational requirements
- The position may involve working with people with challenging behaviours
- Applicants are expected to attend training and development opportunities as required.

Approval

Jules Carroll
Acting CEO

January 2022

