



JOB DESCRIPTION

Social Worker – Alice Springs

Location	Alice Springs
Position Status	Full-time
Hours of work	8.30am – 5pm Monday to Friday
Duration	2 year contract subject to satisfactory completion of a 6-month probationary period.
Other Conditions	Due to the nature and requirements of this role, applicants are required to be female.
Applications	Apply via email to recruitment@cawls.org.au First Nations women are encouraged to apply.

Salary and Conditions

- Award rates under the Social, Community, Home Care and Disability Services Industry Award will apply depending on experience. Generous salary sacrificing is available.
- The Employer pays superannuation at 12%, six weeks annual, 12 days personal leave and other leave as per National Employment Standards.
- A supportive workplace dedicated to developing employee wellbeing and resilience.
- Excellent training and Professional Development opportunities.
- Relocation expenses are available for interstate candidates as per CAWLS policy.

Accountability

- The position reports to the Senior Management Team.
- Employment is subject to the completion of a six-month probationary period, which may be extended.
- The employee will be subject to an annual performance review linked to objectives set out for the position.

Our Values

Responsive and trustworthy • Inclusive and empowering • Collaborative and accountable

Agency Overview

Central Australian Women's Legal Service is a multi-disciplinary service delivering a holistic, culturally safe, trauma informed intensive service model across the Central Australia & Barkly regions.

Our services are available to all persons who identify as women, non-binary, and gender diverse who have been adversely impacted by patriarchal structures and practices.

At CAWLS we aspire for a future where women and their children are safe, living with dignity and respect. Our purpose is to help women in Central Australia and the Barkly Regions with their legal matters and other inter-connected issues; providing legal assistance, community legal education, and specialised support services for those affected by domestic violence.

Our objectives are:

- To provide free and confidential legal assistance and wrap-around support;
- To increase legal literacy and understanding through the provision of legal education;
- To enable professionals to identify, support and refer victims of domestic violence to appropriate services;
- To advocate for law and policy reform seeking changes beneficial to our clients.

CAWLS is funded by the Commonwealth Attorney-General's Department, the National Indigenous Australians Agency and the Northern Territory Government.

Primary Objectives

The Social Worker will support CAWLS team by providing personalised and planned case managed support and advocacy for clients of CAWLS legal service, with a particular focus on First Nations women.

Through a client-centered approach, the Social Worker supports clients in areas such as housing, health, family violence, family reunification, linking with culturally appropriate services, community integration, NDIS, and financial issues.

The position includes the provision of outreach services to clients and support at some courts including visits to Tennant Creek.

Key Responsibilities

The work of the Social worker involves the following key duties:

- Provide case management support to women who are clients of CAWLS legal service ensuring client safety is always prioritised.
- Work with CAWLS solicitors to identify and address the support needs of clients – whether they are in custody or the community.
- Refer and support clients to obtain appropriate housing, drug and alcohol treatment, community services and other relevant supports in the community.
- Provide information and support relating to material and financial aid, mental and physical health and wellbeing, education/employment/training opportunities and other relevant services and supports.
- Advocate on behalf of women in relation to government services and departments.
- Where possible and if pertinent, attend court in support of CAWLS case management clients.
- Maintain, collect and record client information and data in accordance with CAWLS policies and practices.
- Attend meetings relevant to CAWLS operations from time to time as requested.
- Participate in and contribute to research addressing the systemic issues faced by First Nations women in their interactions with the justice system.

Administration

- Maintain effective collection of relevant data and statistics, file management systems and internal quality assurance procedures consistent with the administrative systems, procedures and policies of the service.
- Prepare reports to funding agencies by maintaining statistics and other records as required.

General

- Undertake appropriate professional development activities to maintain and enhance the knowledge and skills required to fulfil the responsibilities of the position.
- Participate in regular staff and supervision meetings and annual performance appraisal.
- Monitor and evaluate areas of responsibility in line with performance review and the Centre's organisational planning and provide written reports as requested.
- Maintain a teamwork approach at all times.
- Other relevant duties as directed.

Selection Criteria

Essential:

- A relevant tertiary qualification in social work or an equivalent discipline, and/or experience as a social worker or equivalent.
- Professional registration as a Social Worker (or the ability to obtain).

- Ability to work collaboratively with legal practitioners and other relevant services to provide a case coordinated service to women with complex needs.
- Demonstrated commitment to the mission and values of CAWLS and commitment to the principles of social justice.
- Demonstrated knowledge and practice experience in regard to domestic and family violence.
- Knowledge of support services and linkages available in the community for women and the ability to maintain and further develop networks with a variety of support and community services, particularly for women who identify as First Nations.
- A demonstrated understanding of the issues that relate to women from diverse backgrounds and with multiple and complex needs.
- Strong administrative skills, including good time management, excellent written and oral skills and confidence with the MS Office applications and MS Excel.
- Current NT Driver's License, NT Ochre Card & Criminal History check (or the ability to obtain).

Desirable:

- Experience in the delivery of support services to women who are currently in or at risk of entering the criminal justice system.
- Experience working with Aboriginal people and in remote environments.
- Previous experience in a Community Legal Service or similar organisation and understanding of conflict in a legal environment.
- Training in the use of Family Safety Framework

Information for Applicants

All CAWLS staff and volunteers are required to:

- Support and demonstrate CAWLS values and ethics.
- Act at all times in accordance with CAWLS Code of Conduct, confidentiality agreement and policies
- Comply with CAWLS Work Health Safety Policies and practices.
- Support a child safe organisation, undertake a police check prior to commencement and hold a current NT ochre card at all times.

Information for Applicants / How to Apply

The application should include a cover letter to address the selection criteria, a resume/CV, and two referees.

Apply via email to recruitment@cawls.org.au, using the subject line, 'Social Worker'

For more information contact: Alice de Brenni
CAWLS Business Manager
(08) 89524055